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ABSTRACT

Based upon a computer search of the ERIC data base, this bibliography and review focuses on career resource center (CRC) programs -- those at the secondary and college/university levels as well as those catering to special populations. From the citations presented, information is pulled relative to planning, staffing, and operating CRC's. Brief guidelines are offered for setting up CRC's at all educational levels and in various community settings. (LP)

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CAREER RESOURCE CENTERS

Searchlight

Relevant Resources in High Interest Areas

Helen L. Mamarchev &
Beverly Pritchett

ERIC®

CG 013145

CAREER RESOURCE CENTERS

Helen L. Mamarchev & Beverly Pritchett

AN INFORMATION ANALYSIS PAPER
Based on a computer search of the ERIC data base
November 1966 through May 1978

The work presented herein was performed pursuant to a contract from the National Institute of Education Department of Health, Education, and Welfare under the direction of

ERIC COUNSELING AND PERSONNEL SERVICES CLEARINGHOUSE

School of Education
The University of Michigan
Ann Arbor, Michigan

1978

INTRODUCTORY NOTE

For several years ERIC/CAPS has produced Searchlights--computer searches of the ERIC data base on topics identified as being of major interest and importance by our on-site users and by helping professionals working in the field. The Searchlights have proved to be highly useful as a synthesis of existing documents on a given topic, and we have been pleased to provide them at low cost for persons desiring packaged, instant information in a particular area. This year we have gone one step further.

Choosing the nine topics which were in most demand by our ERIC users, we decided to explore in depth the sources revealed in the computer search and identify prime issues and possible trends from the documents, as well as point out the implications of the information for the work of professionals in our field of counseling and personnel services. In so doing we hoped to provide an even more valuable service to those who recognize ERIC as a rich storehouse of information, but who lack the time to examine in detail and analyze the total collection of data.

The nine areas chosen for this special treatment are the following:

Divorce and One-Parent Family Counseling

Career Resource Centers

Counseling the Exceptional: Handicapped and Gifted

Violence in the Schools

Career Development: Programs and Practices

Group Guidance

Evaluation of Counselor Effectiveness

Mid-Career Change: An Overview of Counseling Practices and Programs

Counseling for Preretirement

The computer search is included in each Searchlight as before, but in addition, readers will find an opening narrative which highlights certain documents, identifies issues and trends, and suggests possible implications for the future of guidance and guidance professionals.

We should point out that two of these Searchlights are slightly different from the others. The ones entitled "Mid-Career Change" and "Counseling for Preretirement" contain sources from a number of data bases (including ERIC). These particular analyses of the literature were prepared for an international guidance conference and were designed to review sources from as many data bases as possible. Interestingly, however, the most useful informational source in preparing the papers was ERIC, and much overlap was found to exist in the documents brought to light from the many data bases searched.

This explains the difference between our current series of Searchlights and previous ones. If you find the narrative helpful--more helpful than just the basic search--we would appreciate your telling us so. A major purpose of ERIC is to provide information of genuine value to you, the user.

Garry R. Walz
Director, ERIC/CAPS

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CAREER RESOURCE CENTERS

Helen L. Mamarchev and Beverly Pritchett

One outgrowth of the career education movement has been the development of Career Resource Centers (CRC's) in a wide variety of guidance/counseling settings. A partial explanation for this trend is the CRC's effectiveness in responding to client demands for educational, occupational, and personal-social information. The impact of today's tight job market and changing work/life patterns have made the need for such services especially acute. Counselors who are considering establishing a CRC can benefit from the experiences and activities of previous CRC developers.

Need for Career Resource Centers

Establishing a Career Resource Center

A number of models for planning and implementing a CRC are available (for instance, ED 141 524, ED 134 482, ED 109 590). Each takes a slightly different approach to the process. The format presented in the handbook, "Career Resource Centers" (ED 143 883) has been selected as a representative model which suggests general plans, procedures, staffing patterns, activities, and resources. The following seven steps comprise this model.

1. Planning

One of the most critical activities which must occur in this planning stage is conducting a needs assessment (ED 074 239). Other essentials in planning will be securing administrative and financial support, coordinating with existing programs (ED 118 888),

Planning

and developing a written plan with immediate, intermediate, and long-range goals (ED 145 097).

2. Physical Design

Physical design of the CRC is dependent upon setting and budget. (For examples of floor plans and minimum physical requirements established by two programs, see ED 129 994 and ED 112 213.) Within financial and spatial constraints, the following questions should be considered: (1) Is the location accessible? (2) Is the setting attractive? (3) Is the space allocated efficiently arranged? (4) Can existing facilities be remodeled for CRC use? (5) Does the set-up encourage unsupervised client use? (6) Can clients or school/agency personnel be involved in making physical arrangements?

Physical design

3. Staffing

Whether the staff is large or small, it is important that the role of each staff member be clearly delineated. Most models suggest that the Guidance Department coordinate the CRC (ED 109 313, ED 127 461). But administrators, teachers, students and other school/agency personnel should also be involved. A CRC coordinator could use the services of a school librarian (ED 139 424) or a trained paraprofessional to assist in CRC activities (ED 123 499, ED 101 263, ED 140 198). Everyone's efforts should be directed toward producing a client-oriented atmosphere which will encourage further use of the CRC.

Staffing

4. Selection/Organization of Resources

The next step in organizing the CRC is to select and organize material resources, as well as developing contacts with human ones (ED 124 822). Resources should cover

three areas: educational, occupational, and personal-social information (ED 129 980). Collections of career education resources are readily available (ED 123 496, ED 145 254, ED 106 548). The use of audio-visual resources can also be a vital part of a CRC, budget permitting (ED 089 080, ED 069 870). Computerized information systems are also becoming increasingly common, and are often sponsored through local or state Boards of Education. In addition to material resources, a list of helpful individuals should be developed, including teachers, administrators, agency staff, community members, students, and parents, whose knowledge and experience can provide practical insights into various careers and life styles (ED 120 389). Once the process of acquisition has begun, all the resources must be organized for easy accessibility and evaluated for relevance to client needs (ED 110 829, ED 134 816).

Selection/ Organization of Resources

5. Publicizing

Good publicity works to the mutual advantage of the CRC and the surrounding community. It can take many forms, such as newsletters, bulletin boards, career days, community resource directories, open houses, and involvement of key persons on an advisory committee (ED 143 883).

Publicizing

6. Services and Activities

The goal of every service or activity sponsored by the CRC is to promote thoughtful and informed career planning and decision making, and to assist each individual in his/her personal assessment. A wide range of activities can be used to help achieve these goals:

Services and Activities

visits to business and industry (ED 136 013) and experiences designed to increase self-awareness (EJ 110 528) are only two examples. Many other suggestions are readily available and adaptable to a variety of settings (ED 146 446, ED 137 514).

7. Evaluation

The success of any CRC effort is defined by an evaluation process established during initial planning stages. Continuation of almost any program today is dependent upon its demonstration of accountability as a way of justifying financial/administrative support. Methods for evaluation range from client usage statistics to third-party assessment reports (ED 124 834, ED 132 169, ED 120 392).

Evaluation

Model Career Resource Center Programs

For convenience in discussing them, program descriptions in this search have been grouped under three headings: those dealing with a particular education level, those targeted toward special populations, and those using computers. Model CRC programs have been implemented at all education levels, from elementary (ED 118 935) to community college (ED 119 099) and college/university (ED 112 164). Space permits only two to be described here.

Education Level

An exemplary program developed in White Bear Lake (Minnesota) Independent School District provides a career education center as part of an existing junior high school

media center complex (ED 107 758). The center helps students obtain information on self-awareness, job opportunities, job titles, careers, colleges, universities, and vocational training schools. Students also have the opportunity to engage in self-analysis, career interest assessment, and the development of effective job-hunting skills.

Junior High

Another program, this one at the secondary level, was implemented at the State College (Pennsylvania) Area High School (ED 110 803). The CRC at this high school coordinates the use of library resources, community programs, career information integrated with the curriculum, and faculty involvement for the delivery of career guidance services.

Senior High

Special Populations

Many interesting programs are targeted toward special populations. California has established Community Advisement Centers, which are independent postsecondary education counseling facilities designed to serve adults not enrolled in college or high school (ED 119 795). Each Center provides comprehensive testing programs for client self-assessment; information on education and career opportunities in the state (including financial aid); current information about child care and other services provided by community agencies; and a referral service to meet other counseling needs.

Adults

The needs of another special population, rural low-income adults, are addressed in Wisconsin by the North Central Technical Institute (ED 115 963). A special emphasis of this program is to assist out-of-school persons searching for entry jobs or desiring job retraining skills. Activities include dissemination of resource materials through a

Rural Adults

local CRC, classes, small group sessions, career counseling, and publicity through local media.

A CRC in a New York area neighborhood center (Nassau BOCES Southwest Area Center) focuses on the special needs of the disadvantaged and handicapped (ED 113 630). The CRC's activities include group orientation, counseling, aptitude testing, and multi-media approaches to career education; demonstrations of effective career counseling techniques to pupil personnel staffs; and specialized programs of career exploration, decision making, and employability training for its students.

Disadvantaged/ Handicapped

Computer-Assisted Programs

One highlight of some CRC's is their use of computers (ED 122 144, ED 145 237). An interesting example of career-oriented computer use in counseling centers is the Inquiry Project at the University of Illinois (ED 122 075). The centers offer counseling for persons seeking to make career changes, to continue their education, or to enter the job market. Computers provide a comprehensive data bank of information on occupational and educational opportunities, while counselors assist clients in identifying obstacles to educational or career goals and planning ways to overcome these obstacles. The computer-assisted information system has four components: educational information, occupational information, self-information, and guidance information.

Computer-Assisted Programs

Implications for Counselors

1) Counselors should use a systematic approach in developing CRC's. Designing a CRC requires conducting a needs assessment; establishing immediate, intermediate, and long-range goals; and building in an evaluation component to meet demands for accountability.

2) Counselors should take the initiative in building cooperation among administrators, teachers, and other school/agency personnel. Developing a CRC requires administrative and financial support. This is more readily achieved when a team approach to program planning is used.

3) Counselors should design CRC programs to meet the unique needs of their clients. Continuous assessment of client needs is essential to assure relevance of CRC program activities.

4) Counselors should be certain that all CRC materials are kept current and organized. Initial selection of materials should include strategies for keeping materials up to date. The organizational structure must make them easily accessible to users.

5) Counselors should recognize the value of the CRC as an outreach tool. The CRC is an excellent way to bring together the diverse knowledge bases of home, school, agency, and community members. Both clients and resource people can profit from this interaction.

Summary

The model program presented here (ED 143 883) provides a systematic and comprehensive structure for developing a CRC. This model includes planning, physical design, staffing,

selection/organization of resources, publicizing, services and activities, and evaluation. The model programs presented demonstrate the applicability of the CRC to a wide variety of educational levels and special populations. The many resources described and referenced here provide a wealth of information for counselors who wish to become instrumental in developing a CRC in their own professional setting.

Print 68/5/1-117
DIALOG File1: ERIC 66-MAY78 (Item 1 of 117) User1210 17may78

EJ172762 SP506529
A Campus Experience at Indiana University East, Career Education in Teacher Education
Hine, William C.
Viewpoints, 53, 5, 25-7 Sep 77
This article focuses on how career education programs are administratively implemented at Indiana University/East, specifically examining five programs: (1) curriculum development and general information workshops; (2) purchase of materials; (3) establishment of a career education information center; (4) development of a graduate course in career education; and (5) a graduate course honors seminar. (MJB)
Descriptors: *Educational Administration/ *Program Descriptions/ *Career Education/ *Teacher Education/ Workshops / Curriculum Development/ Material Development/ Information Centers/ Graduate Study
Identifiers: Indiana University East

EJ171143 CE507027
The Accounting Information Center
Alexander, Paul
Journal of Business Education, 53, 3, 111-2 Dec 77
Describes materials, equipment, staffing needs, individualized study aspects, and career information thrusts for a facility geared to the accounting student attending a commuting college. (TA)
Descriptors: *College Students/ *Accounting/ *Facility Planning/ *Information Centers/ *Career Awareness/ *Study Centers/ Junior Colleges/ Occupational Information/ Commuting Students/ Student Needs

EJ170287 IR504919
Exemplary Media Programs
Baker, Philip D.
School Library Journal, 23, 9, 23-7 May 77
The author describes three of the 50 model programs profiled in his book "School and Public Library Media Programs for Children and Young Adults." The criteria used to define an exemplary program are also discussed. (JPF)
Descriptors: *Instructional Materials Centers/ *Secondary Schools/ *Demonstration Programs/ *School Libraries/ *Instructional Materials/ Career Education/ Public Libraries/ Toys/ Parent Participation

EJ168168 IR504710
Careers Provide the Media Message
Semonian, Bette J.
Audiovisual Instruction, 22, 4, 16-18 Apr 77
Case study of increasing audiovisual equipment use and acceptance through a career information center in the school media center. (STS)
Descriptors: *Career Planning/ *Instructional Materials Centers/ *Audiovisual Aids/ Junior High Schools/ Case Studies

EJ154544 CE506042
Your Future Information Needs
Moore, A. B.; Kreitlow, Burton
Adult Leadership, 25, 6, 166-178 Feb 77
An overview of the Educational Resources Information Center (ERIC), a nationwide information system designed to provide information and availability of current documents in the field of education, and specifically of the ERIC Clearinghouse on Career Education, now located at Ohio State University, which includes the field of adult education within its scope of responsibilities. (JT)
Descriptors: *Information Needs/ *Educational Resources/ *Adult Education/ *Clearinghouses/ *Information Centers/ Information Systems/ Career Education/ Information Services/ Educational Research
Identifiers: *Educational Resources Information Center/ ERIC / ERIC Clearinghouse on Career Education/ ERIC CE

EJ142696 CG510675
Low Cost College Information Career Centers
Snell, Joel C.; And Others
College Student Journal, 10, 2, 116-118 Sum 76
After reviewing the literature in the area, the author suggests practical ways an information center can be established. The information and data presented here should be most applicable to educational systems that do not have a center and feel they cannot afford one. (Author)
Descriptors: *Counseling Services/ *Career Planning/ *Occupational Information/ *Vocational Counseling/ *Vocational Interests/ *Information Centers/ Literature Reviews/ Program Descriptions/ Higher Education/ College Students/ Counseling Centers

DIALOG File1: ERIC 66-MAY78 (Item 7 of 117) User1210 17may78

EJ120484 CE503251
Career Education "Hoosier Style"
Smith, Paul L., Jr.
Career Education Digest, 2, 5, 24-7 Mar/Apr 75
The author describes the Indiana Career Resource Center--its objectives and services. A primary effort has continued to be that of serving an ever-expanding geographical area, and to serve various organizational structures. The future activities demand increased awareness and preparation of its staff. (Author/JB)
Descriptors: *Career Education/ *Resource Centers/ *Resource Materials/ *Inservice Programs/ *Instructional Materials/ Interinstitutional Cooperation
Identifiers: Indiana

EJ119690 IR501935
Career Planning Programs: How Librarians Help
Wyant, June F.
Special Libraries, 66, 7, 301-5 Jul 75
Summarizes the Career Planning Program currently in effect at the University of Oregon at Eugene. (Author/PF)
Descriptors: *Career Planning/ *Information Centers/ Librarians/ Higher Education/ Vocational Counseling/ Reference Materials
Identifiers: University of Oregon

EJ115607 CG508530
Establishment of a Career Information Center
Huffman, Jim
School Guidance Worker, 30, 2, 9-13 Dec 74
This article describes a career information center which was established in a Canadian high school. (HMV)
Descriptors: *Career Education/ *Vocational Counseling/ *Occupational Guidance/ *Information Centers/ *School Community Programs/ Program Descriptions/ Secondary Education/ Vocational Development/ High School Students

EJ113809 CE502719
The ERIC Clearinghouse
Knox, Alan B.
NUEA Spectator, 38, 19, 17-20 Mar 75
The article traces the development, scope, and functions of the ERIC (Educational Resources Information Center) Clearinghouse in Career Education since its reorganization and consolidation in 1973. Located at Northern Illinois University, it serves all segments of the field of adult and continuing education, vocational and technical education, and career education. (MW)
Descriptors: *Adult Education/ *Information Centers/ *Information Systems/ *Career Education/ *Information Services / Organizational Development/ Information Networks/ Vocational Education/ Technical Education
Identifiers: *ERIC Clearinghouse in Career Education/ ERIC/ Educational Resources Information Center

EJ110528 CE502348
Library Display: A Strategy For Learning "All About Me"
Bagby, Sara Ayers; La Rue, Georgene Ueberrhein
Illinois Teacher of Home Economics, 18, 3, 146-52 Jan/Feb 75
The display outlined in the article was designed to help early elementary children increase awareness of self and surroundings. The content of the display is divided into five sub-concepts; the article offers experiences and resources that coordinate with each. (AJ)
Descriptors: *Visual Aids/ *School Libraries/ *Learning Activities/ *Educational Resources/ *Personal Growth/ Elementary Education/ Career Education/ Resource Centers/ Bibliographies/ Humanistic Education

EJ110317 AA519805
Doing Rawls Justice
Torbert, William R.
Harvard Educational Review, 44, 4, 459-69 Nov 74
In the first part of this review, editor described the elements of Rawls' theory and in the second, using a paradigm of just action which both parallels and contrasts with Rawls' ideas, editor critiqued and moved beyond Rawls. (Editor/RK)
Descriptors: *Theories/ *Philosophy/ *Critical Thinking/ *Concept Formation/ *Book Reviews/ *Learning Activities/ Career Education/ Resource Centers
Identifiers: *Rawls (John)

EJ106593 SP502996
Providing Career Education through Teachers: Three Related Models
Nelson, Randolph J.
Peabody Journal of Education, 52, 1, 14-7 Oct 74
Descriptors: *Career Education/ *Models/ *Occupational Guidance/ Institutes (Training Programs)/ Career Planning/ Inservice Teacher Education/ School Industry Relationship/ Resource Centers

DIALOG File1: ERIC 66-MAY78 (Item 14 of 117) User1210 17may78

EJ104591 IR501050
The Home Can Be a Learning Center for Career Education
Simpson, Elizabeth G.; Sutherland, John
Educational Technology, 14, 9, 29-31 Sep 74
A discussion of the possibility of establishing home-based learning centers for career education. (HB)
Descriptors: *Instructional Materials Centers/ *Career Education/ *Home Study/ Instructional Materials/ Occupational Guidance

EJ098218 IR500573
The Librarian and Career Planning
Wyant, June F.
Special Libraries, 65, 4, 176-9 Apr 74
The purpose and operation of the Career Planning and Placement Center at the University of Oregon is described. (JG)
Descriptors: *Career Planning/ *Information Centers/ *Information Dissemination/ Careers/ College Students/ Special Libraries/ Universities
Identifiers: Career Planning and Placement Center/ University of Oregon

EJ096647 JC500696
Community Career Development Center
Burns, Donald C.
Community and Junior College Journal, 44, 8, 11-3 May 74
In responding to the needs of the local community, Montcalm Community College utilized its student services division and took action in solving local problems. (Author/RK)
Descriptors: *Community Colleges/ *College Role/ *Educational Planning/ *Resource Centers/ *Community Services/ Career Planning/ School Community Relationship/ Educational Development

EJ092361 CE500626
The ERIC Clearinghouse in Career Education
Tiedeman, David V.
Illinois Career Educational Journal, 31, 2, 44-7 W 74
This article describes the background, purpose, and organization of the ERIC Clearinghouse in Career Education, an information processing center. (KP)
Descriptors: *Information Systems/ *Information Centers/ *Career Education/ Information Storage/ Information Utilization
Identifiers: *Clearinghouses

EJ092360 CE500625
Documents and Data for Career Education
Magisos, Joel H.
Illinois Career Educational Journal, 31, 2, 38-42 W 74
Good planning and management for career awareness, career exploration and occupational preparation require good information, both data-based and document-based. Both kinds of systems are described. Both depend upon computers to store manipulate, and retrieve information; however, wise use of information depends on the individual using it. (Author/SA)
Descriptors: *Career Education/ *Documentation/ *Information Systems/ Information Storage/ Information Retrieval/ Occupational Choice/ Information Dissemination/ Information Centers/ Computer Oriented Programs
Identifiers: Career Awareness

EJ087823 EC060042
A Public School Program of Economic Independence for Special Education Students
Greenspan, Stanley; Horvath, Richard
American Annals of the Deaf, 118, 5, 567-84 Oct 73
Described is the vocational education and work experience program for 1600 handicapped students, 3 to 21 years of age, in the Mount Diablo School District in California, and emphasized is the component for 100 aurally handicapped students in preschool through high school. (MC)
Descriptors: *Exceptional Child Education/ *Aurally Handicapped/ *School Districts/ *Work Study Programs/ *Career Education/ Curriculum/ Resource Centers/ Special Education Teachers/ Employment Opportunities
Identifiers: California

EJ087344 CE500184
Centering on Career Education
Rhodes, Lil
Career Education Digest, 19-20 Jun-Jul 73
Westside Area Career/Occupations Project in Glendale, Arizona is a resource center of materials and media on career education serving 70 schools. (MS)
Descriptors: *Career Education/ *Instructional Materials Centers/ Educational Programs/ Program Descriptions

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EJ061015 VT503746
Career Development in New Jersey
Gambino, Thomas W.
Research Bulletin, 17, 2, 11-17 W 72
Describes the basic ideas underlying the Governor Cahill Career Development Vocational Education Pilot Project. (Editor)
Descriptors: *Career Education/ *Career Planning/ *Developmental Programs/ Educational Objectives/ Inservice Education/ Job Placement/ Occupational Guidance/ *Pilot Projects/ *Program Descriptions/ Resource Centers
Identifiers: New Jersey

ED147621 08 CE014100
An Experience-Based Career Education Model. Interim Report, 9/27/76-9/26/77.
Saint Charles Parish Schools, Luling, La.
Nov 77 164p.; Several pages of appendix C (publicity materials) may not reproduce well due to blurred type
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
Bureau No.: 502-AH-60047
Grant No.: G61-76-00969-502
EDRS Price MF-$0.83 HC-$8.69 Plus Postage.
Evaluation for a one-year period (1976-77) was conducted of the St. Charles Parish Schools (Louisiana) adaptation of the Experience Based Career Education (EBCE) prototype developed by Research for Better Schools, Inc. The EBCE program provided secondary school students with cognitive skills, career experiences, and personal perspectives which aid in selection and pursuit of adult life goals. Three components used to achieve program goals were career guidance, career development, and the academic resource center. One experimental and one control group was randomly selected, considering demographic, aspirational, and achievement characteristics. Four instruments were administered on a pre-posttest basis to measure student performance in the areas of career skills, life skills, and basic skills. Third-party evaluation results included the following: (1) In career maturity there was no evidence of significant development when the performance of the experimental and control groups was compared. These results do not support program effectiveness in the career knowledge or career maturity program components. (2) Data analysis showed some support for development in attitudes toward learning environment and in self-concept. (3) Hypotheses about growth within the experimental group in the basic skills area were proven. (Appendixes contain project materials and the third-party evaluation report.) (TA)
Descriptors: Academic Achievement/ *Career Education/ *Career Exploration/ *Educational Alternatives/ Learning Experience/ *Occupational Guidance/ Program Attitudes/ Program Descriptions/ Program Effectiveness/ Program Validation/ Resource Centers/ Senior High Schools/ Student Evaluation/ Student Improvement/ *Vocational Development/ *Work Experience Programs
Identifiers: *Experience Based Career Education/ Louisiana

ED147516 CE013578
Alabama Occupational Information System. Final Progress Report. July 15, 1976 to July 14, 1977.
Alabama Occupational Information System Board, Montgomery.
14 Jul 77 146p.; Several pages of appended material may not reproduce well due to faint and broken type
Sponsoring Agency: Employment and Training Administration (DOL), Washington, D.C.
Grant No.: DLMA-75-01-76-02
Available from: National Technical Information Service, Springfield, Virginia 22151
EDRS Price MF-$0.83 HC-$7.35 Plus Postage.
This report reviews the second-year activities of the Alabama Occupational Information System (AOIS), whose second-year objectives were (1) to review all state file formats, particularly the occupational file, (2) to validate national data supplied by the Government Information Service (GIS), (3) to develop and implement a Job Bank Summary File, and (4) to establish good working ties with the Department of Industrial Relations and Vocational Education. A description of how each objective was met is provided. The major portion of this report is devoted to appendixes which include sample computer printout job information sheets, a listing of occupational categories and groups, state occupations by title and Alabama Occupational Information System (AOIS) code numbers, sample instruction sheets for obtaining information on financial aid and state occupational training programs, a sample computer printout of job bank information, the benefits and objectives of AOIS, and a general description of the contents of each of AOIS' nine interactive information files: national occupational, state occupational, state occupational training, national scholarship and financial aid, state scholarship and financial aid, career resource, four-year college, two-year college, and job bank summary. (BL)
Descriptors: Career Choice/ *Career Opportunities/ *Career Planning/ Data Bases/ Dial Access Information Systems/ *Educational Opportunities/ Higher Education/ Information Centers/ Information Processing/ Information Services/ *Information Systems/ Junior Colleges/ Labor Market/ *Occupational Information/ Post Secondary Education/ *State Programs/ Student Financial Aid/ Vocational Education
Identifiers: *Alabama

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ED147097 95 RC010258
U.S. Office of Education Programs Serving Hispanic Americans, Fiscal Year 1977.
Chavez, Gilbert; Cardona, Carmen C.
Office of Education (DHEW), Washington, D.C. Spanish-Speaking Program Office.
77 111p.; Some parts of the document may be marginally legible due to quality of print
EDRS Price MF-$0.83 HC-$6.01 Plus Postage.
Compiled annually, the report gives the geographic locations and grant size of programs funded by the U.S. Office of Education which have impact on Hispanic Americans. These programs are provided under the Elementary and Secondary Education Act Titles I and II, Civil Rights Act of 1964 Title IV, Bureau of School Systems, Bureau of Occupational and Adult Education, Bureau of Education for the Handicapped, Bureau of Postsecondary Education, Right to Read Office, Office of Bilingual Education, Women's Educational Equity Act, Arts and Humanities Office, Teacher Corps, Office of Career Education, and Fund for the Improvement of Postsecondary Education. Among the programs cited are Follow Through Program; Title I Migrant Program; Alcohol and Drug Abuse Education Program; School Library Resources, Textbooks, and other Instructional Materials Program; Environmental Education Projects; Urban/Rural School Development Program; Consumer and Homemaker Education Program; Education Opportunity Centers Program; Gifted and Talented Program; the Handicapped Children's Early Education Program; Teacher Training Grants; Community Education Program; Teacher Exchange Program; Library Material Grants; Fulbright-Hays Doctoral Dissertation Research Abroad Program; Cooperative Education Program; College Work-Study Program; Supplemental Educational Opportunity Grant Program; National Direct Student Loan Program; Reading Is Fundamental Program; Bilingual Education Fellowship Program; and Reading Academy Program. (NQ)
Descriptors: Adult Education/ Bilingual Education/ Career Education/ Community Education/ Early Childhood Education/ *Educational Finance/ *Educational Opportunities/ *Educational Programs/ Elementary Secondary Education/ Exceptional Child Education/ *Federal Aid/ *Federal Programs/ Instructional Materials Centers/ Mexican Americans/ Post Secondary Education / Reading Programs/ *Spanish Speaking/ Special Programs/ Student Financial Aid/ Study Abroad/ Teacher Education/ Vocational Education/ Womens Education

ED146446 08 CE013790
Mobile Career Education Resource Unit, 1976-1977. Final Evaluation Report.
Zajano, Nancy C.; Arnoff, Steven M.
Rhode Island Coll., Providence. Center for Evaluation and Research.
15 Jul 77 106p.
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
EDRS Price MF-$0.83 HC-$6.01 Plus Postage.
A project to transport career education resources to teachers in Rhode Island's elementary and secondary schools was evaluated on the basis of its seven objectives: (1) to publicize information about career education and the materials and services provided by the project, (2) to make available career education materials, resources, and services to be used in classroom instruction, (3) to demonstrate effective career education materials to the educational community, (4) to develop a state-wide information network about career education, (5) to make available curricular materials that classroom teachers can use to inform young women about nonconventional career possibilities, (6) to develop career education materials for bilingual and/or non-English speaking students, and (7) to make career education information available to survey a random sample of state elementary, middle, and high school superintendents, principals, teachers, and counselors to determine their awareness of the services and satisfaction with and utilization of the materials. The evaluator concluded that five of the seven objectives (all except number 3 and number 6) were successfully accomplished and that the project has been remarkably successful in advancing the concept of career education in Rhode Island. (JT)
Descriptors: Administrator Attitudes/ Bilingual Education/ *Career Education/ Educational Resources/ Elementary Secondary Education/ *Information Dissemination/ Instructional Materials / *Mobile Educational Services/ *Program Effectiveness/ Program Evaluation/ *Resource Centers/ *State Programs/ State Surveys/ Teacher Attitudes
Identifiers: *Rhode Island

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ED145254 08 CE013445
Collage. A Collection of Career Education Resources.
Jezierski, Kathleen, Comp.
Ohio State Univ., Columbus. Center for Vocational Education.
Sep 77 93p.
Sponsoring Agency: Illinois State Office of Education, Springfield. Div. of Adult Vocational and Technical Education.; Office of Career Education (DHEW/OE), Washington, D.C.
Bureau No.: 554AH60600
Grant No.: G007604183
EDRS Price MF-$0.83 HC-$4.67 Plus Postage.
This catalog, consisting of three major sections, is intended primarily for teachers and administrators in Illinois but is also designed to be applicable to educators in other states. The first section (in narrative form) focuses on ideas for using community-based resources, offers guidelines for selecting career education materials, and describes several educational resources. The second and third sections consist of annotated bibliographies. The first of these provides "how to" career education manuals and guides in the following areas: establishing resource centers, evaluating students and programs, teaching the handicapped and gifted, involving the community in career education, dealing with sex bias, providing inservice education, and career education. The second bibliography containing curriculum materials is divided into elementary school, middle/junior high school, and senior high school levels, and covers the subject areas of language art, mathematics, science, social studies, art, music, physical education, and group guidance. The senior high school materials also include curricula for vocational education. All of the curriculum materials presented were chosen from the ERIC system. (Author/SH)
Descriptors: *Annotated Bibliographies/ *Career Education/ Community Resources/ Curriculum Guides/ Educational Resources/ Elementary Secondary Education/ Gifted/ *Guides/ Handicapped Students/ Inservice Education/ Inservice Teacher Education/ *Instructional Materials/ Program Descriptions/ Resource Centers/ School Community Relationship/ Selection/ Sex Stereotypes/ Teaching Guides/ Units of Study/ Vocational Education
Identifiers: Illinois

ED145237 08 CE013307
A Third-Party Evaluation of Six Career Education Projects. Final Report.
Clark, Fredric A.
Success Research Consultants, Inc., Tinley Park, Ill.
Apr 75 129p.; Several charts and several pages in the appendixes may not reproduce well due to small, faint, and broken type
Sponsoring Agency: Bureau of Occupational and Adult Education (DHEW/OE), Washington, D.C.; Illinois State Board of Vocational Education and Rehabilitation, Springfield. Research and Development Unit.
Bureau No.: V3611005L
Grant No.: OEG-0-73-2979
EDRS Price MF-$0.83 HC-$7.35 Plus Postage.
The six career education projects evaluated in this report were a computerized counsel or support system (Willow Brook High School); a career education model, grades 7-10 (Chicago State University and School District 143 1/2); a career education resource laboratory (Eastern Illinois University); career education K-12 (East St. Louis); a career education film (Southern Illinois University); and an annotated bibliography for career education (Southern Illinois University). Information gathered through interviews, on-site visits, surveys, and questionnaires is presented for each project in the following format: organization and purpose, process, problems, and outcomes. Each project is also accompanied by an evaluation schema showing objectives, activities, evaluative procedures, and findings. Conclusions and recommendations are presented as well as a table comparing benefits, costs, and recommendations for all six projects. A fifty-nine page appendix contains a list of materials developed for the projects, samples of survey forms, evaluation instruments, correspondence, and guidelines for a newsletter. (BL)
Descriptors: *Career Education/ *Career Planning/ Computer Oriented Programs/ Elementary Secondary Education/ *Evaluation Methods/ Instructional Materials/ Material Development/ Occupational Guidance/ Program Costs/ Program Descriptions/ *Program Effectiveness/ Program Validation/ Questionnaires/ Resource Centers/ Secondary Education/ Summative Evaluation/ Surveys/ Vocational Counseling
Identifiers: Illinois

DIALOG File1: ERIC 66-MAY78 (Item 28 of 117) User1210 17may78

ED145097 08 CE012263
Implementing Career Education. Exemplary Practices in California Public Schools.
California State Dept. of Education, Sacramento.
77 71p.
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
Available from: Publications Sales, California State Department of Education, P.O. Box 271, Sacramento, California 95802 ($0.65, plus 6% sales tax for California residents)
EDRS Price MF-$0.83 Plus Postage. HC Not Available from EDRS.
The collection of California's exemplary practices in career education included in this document was chosen because each one illustrates an exemplary practice in a specific aspect of career education. It is also noted that each practice has demonstrated effectiveness and each can be replicated without unusual additional resources. Following the first two chapters, which discuss career education in general (definitions, basic concepts, common misunderstandings, change strategies, and concerns for the future) and career education in California (report of the Commission for Reform of Intermediate and Secondary Education (RISE), goal statements and career clusters), each of the remaining chapters discusses and describes exemplary practices/projects in one of the following areas: planning, management, staff development, curriculum development, instructional services, guidance services, community involvement, and evaluation. (SH)
Descriptors: *Career Education/ *Career Exploration/ Community Involvement/ Curriculum Development/ Curriculum Planning/ *Demonstration Projects/ Elementary Secondary Education/ Guidance Services/ Inservice Teacher Education/ Instructional Materials Centers/ Program Administration/ *Program Descriptions/ Program Development/ Program Evaluation / Program Planning/ *Program Validation/ Senior High Schools/ Simulation/ Staff Improvement/ Teaching Methods
Identifiers: *California

ED143883 08 CE012759
Career Resource Centers.
Axelrod, Valija; And Others
Ohio State Univ., Columbus. Center for Vocational Education.
Aug 77 125p.
Sponsoring Agency: Eastern Upper Peninsula Intermediate School District, Sault Sainte Marie, Mich.; Michigan State Dept. of Education, Lansing.; Office of Education (DHEW), Washington, D.C.
Available from: Center for Vocational Education Publications, Ohio State University, 1960 Kenny Road, Columbus, Ohio 43210
EDRS Price MF-$0.83 HC-$6.01 Plus Postage.
Developed as a guide for educational planners interested in expanding their career guidance and career education delivery system, this handbook suggests general plans, procedures, staffing patterns, activities, and resources in eight chapters. Chapter 1 provides a broad perspective on the rationale for career resource centers. Chapter 2 covers various tasks related to early planning efforts. General guidelines for physical facilities, effective space management, and display plans are presented in chapter 3. Chapter 4 is devoted to staffing considerations. Chapter 5 provides procedures to assist in career information materials acquisition and selection. Chapter 6 promotes the importance of effective public relations. Chapter 7 describes feasible programs, services, and activities designed to promote career resource center utilization. Chapter 8 presents the importance of evaluation for the continued improvement of operating career resources centers and includes practical suggestions for process and outcome evaluations. Appendixes include the following: Overview of Federal legislation, proposal for developing a career resource center, selected sources of career information, ERIC clearinghouses, selected career resources on a limited budget, computer-assisted guidance, and a bibliography on designing a career resource center. In addition, 37 exhibits are included throughout the handbook. (TA)
Descriptors: *Career Education/ Educational Administration/ Educational Facilities/ Facility Guidelines/ *Facility Planning/ Federal Legislation/ Information Centers/ Instructional Materials Centers/ *Occupational Guidance/ Program Development/ Program Evaluation/ *Program Planning/ *Resource Centers/ Resource Guides/ *Resource Materials/ Resources/ Staff Utilization

ED142908 CG011641
The Modern Counseling Center: A Necessity.
Dickert, Joseph
Sep 76 8p.; Best copy available
EDRS Price MF-$0.83 HC-$1.67 Plus Postage.
This article presents typical high school counseling problems--lack of space, insufficient materials, and lack of access to existing materials. It then describes how one school solved these problems by creating a modern counseling center. Details for setting up such a center are provided, including location and design, materials (self-awareness, career awareness, college and training programs, financial aid, test preparation), programs and public relations. A sample floor plan is presented, as well as many practical suggestions for program implementation. An evaluative survey administered before and after this counseling center was begun shows satisfying increases in student awareness, participation, and depth of counseling. (BP)
Descriptors: *Career Awareness/ Career Planning/ *Facilities / *Guidance Centers/ *Guidance Services/ *Occupational Choice/ Program Descriptions/ Program Development/ Resource Centers/ Secondary Education/ Self Concept/ *Vocational Counseling

DIALOG File1: ERIC 66-MAY78 (Item 31 of 117) User1210 17may78

ED142822 08 CE012099
How To Develop a Resource Center for a Career Education Program.
Eversole, Opal
Kentucky Valley Educational Cooperative, Hazard.
15p.; For related documents see CE 012 085-086, CE 012 089-090, CE 012 093-094, CE 012 096, CE 012 098-099, and CE 012 101-103; Contains some small type
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
EDRS Price MF-$0.83 HC-$1.67 Plus Postage.
Intended to guide local school systems in the development of a resource center for a career education program, this booklet identifies three kinds of resources which should be included: Human resources, community resources, and material resources. Then in a question/answer format, the guide explains the basic steps in identifying all resources (includes a brief bibliography of books, guides, and periodicals), organizing the information, locating the center, equipping the center, and evaluating its usefulness. (This guide is one of several focusing on the development of different components of a career education program.) (BM)
Descriptors: *Career Education/ Community Involvement/ Elementary Secondary Education/ Equipment/ Evaluation/ Facilities/ *Program Development/ Program Guides/ *Resource Centers/ Resource Materials
Identifiers: Kentucky

ED142782 08 CE011894
Career Education Resource Units: Grade: Special Programs.
Newark School District, Del.
Mar 76 138p.; For related documents see ED 122 041 and CE 011 889-896
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
EDRS Price MF-$0.83 HC-$7.35 Plus Postage.
The units contained in this guide are intended primarily as resource materials to assist elementary school teachers in identifying units into which career awareness concepts can be infused and also in identifying instructional activities that correlate basic skills and career education objectives. Introductory information includes a definition of career education and an outline of goals for elementary career awareness. The units are designed to be appropriate for multigrade activities, from kindergarten through grade 5. There are 21 units relating to the fine arts (art, music, theater), 7 units relating to physical education, 4 units relating to special education (listening and speaking skills, personal health, self-awareness, and the resource classroom as a laboratory in vocational training), and 9 units relating to career centers. Each unit contains the following: An overview, content outline, unit objectives, and unit description, which provides criterion referenced objectives, learning activities, and a list of materials. Materials listed are teacher references, children's books, study prints, kits, films, filmstrips, records and songs, and classroom materials and equipment used in the activities. Additional evaluation suggestions are included for some units. A list of unit authors and their schools concludes the guide. (TA)
Descriptors: Behavioral Objectives/ *Career Awareness/ *Career Education/ *Criterion Referenced Tests/ Curriculum Guides/ Elementary Education/ Elementary School Curriculum/ *Fine Arts/ Humanities/ Individual Development/ Integrated Curriculum/ *Learning Activities/ Learning Laboratories/ Physical Education/ Primary Education/ *Resource Centers/ Resource Guides/ Resource Units/ Self Concept/ Special Education/ Teacher Developed Materials/ Unit Plan/ Vocational Education

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ED142705 08 CE011427
Evaluation of Career Counseling and the Career Center Programs at Imperial Valley College and External Campus.
Javens, Jack R.
Imperial Valley Coll., Calif.
21 Apr 77 85p.
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
EDRS Price MF-$0.83 HC-$4.67 Plus Postage.
Description and evaluation of services offered by the Career Center at Imperial Valley College, a community college located in southeastern California, is reported in this document. (The college serves a large percentage of disadvantaged students, predominantly Mexican-American.) The evaluation report includes discussion of the following areas: Geographic description of Imperial County, demographic information, economic/employment status, problems encountered by disadvantaged students, Imperial Valley College statistics on student population, philosophy and goals of career education, career center and staff, career center media, major media description, interaction with faculty, interaction with students, interaction with the community, interaction with counseling staff, evaluation of career center media, evaluation of student use, and evaluation of Psych 8/HR 8 (a three-unit structured course in career planning). Appendixes contain materials used in activities and the administration of the Career Center, i.e., career planning model, course outlines (Personal and Career Development and Career Guidance Theory and Practice), and information on the filmstrip program. (TA)
Descriptors: *Career Education/ *Career Planning/ Community Colleges/ *Disadvantaged Youth/ Economically Disadvantaged/ Educationally Disadvantaged/ Educational Strategies/ *Education Service Centers/ *Guidance Centers/ Information Centers/ Instructional Materials/ Instructional Media/ Junior Colleges/ Media Selection/ Minority Groups/ Occupational Information/ Program Descriptions/ Program Evaluation/ Student Characteristics/ Vocational Counseling
Identifiers: California/ Imperial Valley College CA

ED141524 CE011318
The Career Information Center Handbook. A Guide for Developing C.I.C.'s in Local Schools.
Holiman, Marjorie A., Ed.; And Others
Arizona Univ., Tucson. Coll. of Education.
187p.
Sponsoring Agency: Arizona State Dept. of Education, Phoenix.
EDRS Price MF-$0.83 HC-$10.03 Plus Postage.
The Career Information Center (CIC) handbook is designed to serve as a reference work or blueprint containing a rationale and specific how-to suggestions to support and guide the user's development of a CIC that fits local needs. The format of the handbook is intended to indicate the major steps in the planning, development, and operation of a CIC, indicate a range of options available at each step, and refer the user to sections of the handbook containing materials and procedures implementing each of the options. Three models for a center guided the organization of materials within the handbook. The models are defined as (1) Level A--a shelf collection, in a library or teacher's room, which is available to users; (2) level B--a larger collection, in a special place with room for use, overseen as a part-time responsibility by someone who can assist users as required; and (3) level C--comprehensive collection, in a separate location, the full or major responsibility of a staff member with a system to encourage, monitor, and evaluate use. Handbook contents include the following sections: Rationale for CIC, needs assessment, responsibility, location for a CIC, advisory board, materials, activities, public relations, and evaluation. References and supplementary reading recommendations are included. (TA)
Descriptors: Adoption (Ideas)/ Advisory Committees/ *Career Education/ *Information Centers/ , Information Needs/ *Instructional Materials/ Learning Activities/ Learning Laboratories/ Models/ *Needs Assessment/ Occupational Information/ *Program Development/ Program Evaluation/ Program Planning/ Resource Centers/ Resource Guides/ Resource Materials/ School Community Relationship
Identifiers: Arizona

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ED140198 CG011805
Establishing a Career Resource Center.
Wood, Robert A.; And Others
American Institutes for Research in the Behavioral Sciences, Palo Alto, Calif.; National Consortium on Competency-Based Staff Development.
Dec 76 72p.; For Coordinator's Guide, see CG 011 804 ; Not available in hard copy due to marginal legibility of the original document
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
EDRS Price MF-$0.83 Plus Postage. HC Not Available from EDRS.
This module is directed toward working guidance personnel in school settings, grades 7-14, including counselors, administrators, and career specialists. The topic is the founding and/or improvement of Career Resource Centers and the module focuses on a systematic process of implementing this objective. Participants will review the concept of a Career Resource Center, how to identify needs and determine objectives, and learn how to establish priorities, select programs and implement plans. The module is designed as a six-hour workshop to be run by a coordinator. THe module gives an overview of a systematic approach to the establishment of a resource center, then follows with a six-step plan: (1) assessing needs; (2) writing objectives; (3) identifying programs, activities, and services; (4) analyzing requirements for implementation; (5) identifying implementation tasks; and (6) assigning responsibility. Workshop activities to help participants acquire each skill are presented in detail. (Author/BP)
Descriptors: *Career Planning/ Guidance Personnel/ Guides/ *Inservice Programs/ *Learning Modules/ *Needs Assessment/ Occupational Choice/ Performance Based Education/ Planning/ *Resource Centers/ Secondary Education/ *Vocational Counseling/ Workshops

ED140197 CG011804
Establishing a Career Resource Center. Coordinator's Guide.
Wood, Robert A.; And Others
American Institutes for Research in the Behavioral Sciences, Palo Alto, Calif.; National Consortium on Competency-Based Staff Development.
Dec 76 15p.; For Participant's Workbook, see CG 011 805; Not available in hard copy due to marginal legibility of the original document
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
EDRS Price MF-$0.83 Plus Postage. HC Not Available from EDRS.
This Coordinator's Guide accompanies a module workbook, which is directed toward working guidance personnel in school settings, grades 7-14 including counselors, administrators and career specialists. The topic is the founding and improvement of Career Resource Centers and the Module focuses on a systematic process of implementing this objective. The Guide outlines a six-hour workshop to be run by a coordinator. It defines the coordinator's role in four areas: setting the tone, setting the rhythm and pace, facilitating group interaction, and evaluating. Suggestions for preparing and carrying out the workshop activities are also given, as well as specific times and suggestions for each activity section in the participants' workbook. Workshop activities include assessing needs, writing objectives, analyzing requirements, and assigning responsibility. (Author/BP)
Descriptors: *Career Planning/ Coordinators/ Guidance Personnel/ Inservice Programs/ Leaders Guides/ *Needs Assessment/ Occupational Choice/ Planning/ *Resource Centers/ Secondary Education/ *Vocational Counseling/ Workshops

DIALOG File1: ERIC 66-MAY78 (Item 37 of 117) User1210 17may78

ED139989 08 CE011061
Penetrating School Strata through Career Education. Final Report.
Nolan, Richard D.
Bristol Public Schools, Conn.
Jun 76 276p.; For related documents see ED 107 935 and ED 109 299-300
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
Bureau No.: V361170
Grant No.: OEG-0-73-5301
EDRS Price MF-$0.83 HC-$15.39 Plus Postage.
This is a final report of a 3-year project to modify the curriculum in the Bristol, Connecticut, school system by infusing career education concepts and practices into all subjects at all grade levels. The report includes a description of the four components of the project: Grades K-8, grades 9-12, development of job placement services, and establishment of a resource center on career education. The description covers background, objectives, design, and results of the study. Another section deals with conclusions, implications, and recommendations. Almost one-half of the document is devoted to a third party evaluator report prepared by New Educational Directions, Inc. The evaluator report includes an overview of the project, suggestions for other funded programs, comments about the fulfillment of objectives for the four components of the study, and evaluation of the procedures followed furing the project. Appendixes to the evaluator report include newspaper clippings and correspondence about the project, questionnaires, and the results of surveys of the community, principals, staff, and teachers. Attachments make up another large part of the document and include a sample curriculum guide entitled "Reducing Sex-Role Stereotyping Through Career Education" and other documents and brochures related to the four components of the study. (LMS)
Descriptors: *Career Education/ Career Exploration/ Curriculum Development/ Curriculum Guides/ Demonstration Projects/ Depressed Areas(Geographic)/ *Elementary School Curriculum/ Elementary Secondary Education/ Employment Opportunities/ Fused Curriculum/ *High School Curriculum/ *Job Placement/ Program Evaluation/ *Resource Centers/ School Community Cooperation/ Sex Role/ Sex Stereotypes
Identifiers: Connecticut

ED139424 IR004845
How to Develop the Librarian's Role in Career Education.
Rush, Rita
State Project to Implement Career Education, New York, N.Y.
75 32p.; "How-to" series Guide Seven
Sponsoring Agency: New York State Education Dept., Albany.
EDRS Price MF-$0.83 HC-$2.06 Plus Postage.
Part of a series of beginning guides for implementing career education in schools this guide is intended for school librarians. It outlines steps necessary for creating a career education resource center. Concern is given to the librarian's role in integrating the library's resources with ongoing career education activities in the school. Guidelines and suggestions are given for four responsibilities in establishing a career education resource center: (1) the collection-- scope, acquisition and organization; (2) the program; (3) the librarian's preparation-- background, role definition, and checklist of activities; and (4) goals and projections for the future. (Author/KP)
Descriptors: *Career Education/ *Guides/ *Librarians/ *Library Role/ Resource Centers/ *School Libraries

ED139246# FL008047
Are You Overlooking Something? Some News from ERIC.
Eddy, Peter A.
Southern Conference on Language Teaching, Atlanta, Ga.
75 5p.; Paper presented at the Southern Conference on Language Teaching (11th, New Orleans, Louisiana, 1975)
Available from: Not available separately; see FL 008 033.
Document Not Available from EDRS.
This paper presents a brief overview of the functioning of the ERIC Clearinghouse on Languages and Linguistics: how documents are acquired and processed, how the microfiche collection is formed, and what services are available to language teachers. Two topics where ERIC has materials to offer classroom language instructors are discussed: career education and jobs for individuals with foreign language skills. Suggestions for keeping abreast of what is in ERIC are also made. (Author/CLK)
Descriptors: *Career Education/ *Clearinghouses/ *Information Centers/ Job Skills/ *Language Instruction/ Language Proficiency/ Language Research/ Language Skills/ Language Teachers/ *Linguistics/ Resource Centers/ *Second Language Learning/ Second Languages
Identifiers: Educational Resources Information Center/ ERIC

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ED137593 CE010646
Keeping It Going. Handbook for Implementing the Career Information System.
Oregon Univ., Eugene. Career Information System.
Sep 76 214p.
Available from: Career Information System, 247 Hendricks Hall, University of Oregon, Eugene, Oregon 97403 ($4.00)
EDRS Price MF-$0.83 HC-$11.37 Plus Postage.
This handbook is designed to serve as a tool to assist school and agency staff in implementing the Career Information System (CIS), a model interagency consortium designed to provide means of direct access to current career and labor market information, based in Oregon. The first section of the handbook discusses what is known about CIS and successful strategies in various educational and agency settings. Included in this section are the following: Background of CIS, overview of the system, system components (QUEST, Occupational Descriptions (DESC), Bibliography of Occupational Books, VISIT, CLUBS, Preparation, Programs of Educational Training, Schools, and Statistical Package), staff development, and career centers at the secondary school and college levels. The second section consists of "recipes" from users for implementing the system in counseling centers and classrooms. A master index is provided that breaks individual recipes into appropriate subject groupings. The 61 recipes appear in order after each subject heading. Guidance, Language Arts, and Social Studies are the three major groups of recipes collected into learning packages. These materials are followed by shorter subject matter groupings: Science, mathematics, physical education, art, personal finance, and career clusters. Located in the career clusters section are recipes pertaining to business, industrial arts, health, child care, and food services. Appendixes contain blank recipe sheets, a user agreement form, standards for use of CIS, localized information about Oregon CISs, and a numerical list of CIS occupations. (TA)
Descriptors: Administrator Guides/ Art/ Career Education/ *Computer Oriented Programs/ Daily Living Skills/ Higher Education/ Human Services/ Information Dissemination/ Information Services/ *Information Systems/ Language Arts/ Learning Activities/ Mathematics Curriculum/ Occupational Clusters/ *Occupational Guidance/ *Occupational Information/ Physical Education/ Post Secondary Education/ Program Descriptions/ *Program Development/ Resource Centers/ Resource Materials/ Science Units/ Secondary Education/ Social Studies Units/ *Student Development/ Vocational Development
Identifiers: Career Information System/ Oregon

ED137514 08 CE010111
Comprehensive Illinois Occupational Education. Demonstration Center. Site B. Kindergarten-Grade 14. Final Report.
Cumberland Unit School District 77, Toledo, Ill.; Lake Land Coll., Mattoon, Ill.
1 Jul 76 461p.; For related documents see CE 010 108, CE 010 111, ED 122 144, and ED 126 297. Not available in hard copy due to marginal print quality of original
Sponsoring Agency: Bureau of Occupational and Adult Education (DHEW/OE), Washington, D.C.; Illinois State Board of Vocational Education and Rehabilitation, Springfield. Research and Development Unit.
Bureau No.: V361068
Contract No.: RDD-DC-833 Grant No.: OEG-0-73-5294
EDRS Price MF-$0.83 Plus Postage. HC Not Available from EDRS.
The CIOEDC (Comprehensive Illinois Occupational Education Demonstration Center) project, Site B, in Toledo, Illinois (from February 15, 1976 to June 30, 1976) was conducted in three phases--planning, implementation, and demonstration. Specific objectives for this site were to (1) supplement present programs of career awareness and exploration through implementation of newly developed activities in these areas, (2) provide students with an opportunity to enter the world of work with a saleable skill and further their training upon completion of a vocational program, (3) plan the demonstration of vocational education programs and activities, (4) evaluate the effectiveness and significance of vocational education programs and their relevance to the world today, (5) disseminate information regarding the implementation of occupational education activities in a rural setting, and (6) demonstrate occupational education programs during four conferences conducted on site. The following activities were implemented to accomplish these objectives: OCCUPAC (Occupational Information Learning Package), ABLE Model Program, Vocational Information Project, WECEP (Work Experience and Career Exploration Program), SIVE (System for Individualizing Vocational Instruction), CVIS (Computerized Vocational Information System), Consumer and Homemaking Education, IOCP (Illinois Occupational Curriculum Project), a system for followup of vocational education graduates, three phase system for evaluation, and CERL (Career Education Resource Laboratory). In this report, each of the three phases of the project are described along with results and accomplishments. Appendixes make up two thirds of the document and contain the following materials: CIOEDC dissemination and conference data, K-8 instructional program, 9-12 instructional programs, samples of instructional units, program management tools and objectives, occupational education resources, publicity items. (TA)
Descriptors: *Career Education/ Career Exploration/ Conferences/ *Demonstration Centers/ Demonstration Projects/ Educational Programs/ Elementary Secondary Education/ *Information Dissemination/ Occupational Information/ Postsecondary Education/ Program Administration/ *Program Development/ Resource Centers/ Resource Materials/ Skill Development/ Student Development/ Vocational Education
Identifiers: *Illinois/ Illinois (Toledo)

DIALOG File1: ERIC 66-MAY78 (Item 42 of 117) User1210 17may78

ED136030 08 CE010176
Guidance, Counseling, Placement and Follow-Up Services Project. Final Report.
Washburn, George
Boise City Independent School District, Idaho.
23 Jan 76 52p.
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
Bureau No.: V0337VZ
Grant No.: OEG-0-74-1559
EDRS Price MF-$0.83 HC-$3.50 Plus Postage.

A secondary level career education program was implemented which focused on guidance, counseling, placement, and followup services for students within the Boise Independent School District, Idaho. Procedures followed in achieving project goals and objectives were (1) to develop a career and educational information center, (2) to use the center by involving students, teachers, and counselors, (3) to develop supplementary materials for the majority of school disciplines which will tie the subject area with career investigation, (4) to develop a placement service component which can involve all students in target schools, and (5) to develop a followup component which will point up the needs in career education. Following data analysis and evaluation, these recommendations were made: Permanent centers should be established at each high school. Each center should have a paraprofessional manager. The center must be adequately funded. Followup and placement activities should be among the functions of the center, but the center should not have the sole responsibility of these functions. The center must be located in a traffic pattern and be adequate in size to house student groups. Establishment of a student procedure for use of the center is necessary. Inservice for school personnel in necessary for establishment. Appendixes contain materials and studies used during the project. (TA)

Descriptors: *Career Education/ Career Exploration/ Curriculum Development/ Demonstration Projects/ Educational Objectives/ Guidance Programs/ *Guidance Services/ High School Students/ Job Placement/ *Occupational Guidance/ Parent Attitudes/ Program Descriptions/ *Program Development/ Program Evaluation/ *Resource Centers/ School Districts/ Secondary Education/ Student Attitudes/ Vocational Counseling/ Vocational Followup

Identifiers: Idaho (Boise)

ED136013 08 CE010108
Comprehensive Illinois Occupational Education Demonstration Center. Site A. Final Report.
Joliet Township High School District 204, Ill.
1 Jul 76 216p.; For related documents see CE 010 108, CE 010 111, ED 122 144, and ED 126 297
Sponsoring Agency: Bureau of Occupational and Adult Education (DHEW/OE), Washington, D.C.; Illinois State Office of Education, Springfield. Div. of Vocational and Technical Education.
Bureau No.: V361068
Contract No.: RDD-DC-A33
EDRS Price MF-$0.83 HC-$11.37 Plus Postage.

Planning, implementation, and demonstration/dissemination phases of the CIOEDC (Comprehensive Illinois Occupational Education Demonstration Center) project, Site A, Joliet, Illinois from February 15, 1974 to June 30, 1976, are included in this report. (The principle objectives of the project were to bridge the gap between the theoretical and developmental findings of activities sponsored by the Illinois State Division of Vocational and Technical Education (DVTE) and actual implementation of those findings into two K-14 sites: to implement into two sites in Illinois selected research, curriculum, developmental, special, and exemplary activities: to provide an opportunity for a variety of persons, i.e., counselors, administrators, labor and business representatives, to receive information and visit a demonstration center designed to exemplify proven learning techniques in career and vocational education; to identify the appropriate and practical courses of action that must be taken to ensure successful implementation of future research, development, curriculum, special, and exemplary activities, and to evaluate the effectiveness and efficiency of the demonstration centers.) Major project results and accomplishments are summarized for each of the 15 exemplary activities implemented in Joliet. Other aspects of the project discussed are the manpower/workforce survey, staff development, dissemination and demonstration (17 pages), and evaluation procedures. The conclusions indicate that interest, enthusiasm, support, and involvement for career and occupational education have increased as documented by local and the third-party evaluations. Appendixes contain the manpower survey instrument, conference materials, publicity materials, and newsletters. (TA)

Descriptors: *Career Education/ Conferences/ *Demonstration Centers/ Demonstration Projects/ Disadvantaged Groups/ Elementary Secondary Education/ Handicapped/ *Information Dissemination/ Inservice Education/ Post Secondary Education/ Preservice Education/ *Program Development/ *Program Effectiveness/ Program Evaluation/ Resource Centers/ *School Community Relationship/ Staff Improvement/ Surveys/ Technical Education/ Vocational Development/ Vocational Education

Identifiers: *Illinois/ Illinois (Joliet)

DIALOG File1: ERIC 66-MAY78 (Item 44 of 117) User1210 17may78

ED135998 CE009971
Facilitating the Career Development of Home-Based Adults: The Home/Community-Based Career Education Model. Final Report. Volume II. Research and Evaluation.
Guilfoy, Vivian M.; Grothe, Mardell S.
Education Development Center, Inc., Newton, Mass.
Jan 76 268p.; For related documents see CE 009 970-972
Sponsoring Agency: National Inst. of Education (DHEW), Washington, D.C.
Contract No.: NE-C-00-3-0121
EDRS Price MF-$0.83 HC-$14.05 Plus Postage.

This second volume of a three-volume final report presents research and evaluation findings of a 3-year project to design, develop, and implement a comprehensive delivery system to meet the career-related information, guidance, and referral needs of home-based adults, those 16 and older neither working nor attending school on a full-time basis. Primary focus is on home-based adults who used the career counseling service, which provided information, guidance, and referral by telephone using paraprofessional counselors. Section 2 details the demographic characteristics of 2,979 home-based adults, who called the service (August 1973 to March 1975) and examines the extent to which the nature of the callers changed over time. Section 3 describes characteristics of 1,157 home-based clients who used the service from March 1974 to March 1975 and explores clients' expectation from counseling, initial career objectives, and other factors. Section 4 presents data related to the nature and extent of activities engaged in by counselors and clients during the process of counseling. Section 5 examines the clients' career status at termination. Section 6 describes how clients reacted to and evaluated the services they received from the project. Section 7 deals with use of the resource center based on 268 noninstitutional visitors who used it in 1974. The final section of Volume 2 presents information collected during indepth interviews with 40 former clients. (Volume 1 of the final report covers the nature, context, and products of the model. Volume 3 consists of appendixes to the project.) (TA)

Descriptors: *Adult Programs/ Adults/ Career Choice/ *Career Education/ Community Programs/ Counseling Programs/ *Counseling Services/ Counselor Role/ Counselors/ Delivery Systems/ Demography/ Information Dissemination/ Information Networks/ Labor Force Nonparticipants/ Needs Assessment/ Occupational Guidance/ *Outreach Programs/ Paraprofessional Personnel/ Participant Characteristics/ *Program Effectiveness/ Program Evaluation/ Referral/ Resource Centers/ Telephone Communication Systems/ *Vocational Counseling/ Vocational Development/ Work Attitudes

Identifiers: Rhode Island (Providence)

ED135997 CE009970
Facilitating the Career Development of Home-Based Adults: The Home/Community-Based Career Education Model. Final Report. Volume I. The Model: Its Nature, Context, and Products.
Guilfoy, Vivian M.; Grothe, Mardell S.
Education Development Center, Inc., Newton, Mass.
Jan 76 123p.; For related documents see CE 009 970-972
Sponsoring Agency: National Inst. of Education (DHEW), Washington, D.C.
Contract No.: NE-C-00-3-0121
EDRS Price MF-$0.83 HC-$6.01 Plus Postage.

This first volume of a three-volume final report describes the activities of a 3-year project to design, develop, and implement a comprehensive delivery system to meet the career-related information, guidance, and referral needs of home-based adults, those 16 and older neither working nor attending school on a full-time basis. The volume begins with a brief history of the model, tracing the project's evolution through the various stages of development and describing major events related to the process of planning, operating, and evaluating the program. The next section describes the major activities and accomplishments of each of the model's five major components: (1) Outreach, which used mass media and other approaches to attract clients, (2) counseling, which provided career information, guidance, and referral by telephone using paraprofessional counselors, (3) the resource center, which collected and disseminated career-related materials for project staff, clients, and the community, (4) the information unit, which developed special directories and materials which supported the counseling process and could be sent to clients, and (5) research and evaluation, which provided project staff with feedback about the clients and the operation of the program. A third section describes the characteristics of the pilot site in Providence, Rhode Island, and how the project interacted with the community including its role in local adaptation after the research and development phase. The final section discusses the project's efforts to share its experiences and findings with potential adaptors of the model and other interested persons outside Rhode Island. (Volume 2 presents research and evaluation findings with primary focus on home-based adults who used the career counseling service. Volume 3 consists of appendixes.) (TA)

Descriptors: *Adult Programs/ Adults/ *Career Education/ *Community Programs/ Counseling Programs/ Counseling Services/ Counselors/ *Delivery Systems/ *Information Dissemination/ Information Networks/ Labor Force Nonparticipants/ Models/ Needs Assessment/ Occupational Guidance/ Occupational Information/ Outreach Programs/ Paraprofessional Personnel/ Program Descriptions/ Referral/ Resource Centers/ Telephone Communication Systems/ Vocational Counseling/ *Vocational Development

Identifiers: Rhode Island (Providence)

DIALOG File1: ERIC 66-MAY78 (Item 46 of 117) User1210 17may78

ED134842 CE010139
Career Education. Community Resource Center.
Great Falls Public Schools, Mont.
76 37p.; For a related document see CE 010 140
EDRS Price MF-$0.83 HC-$2.06 Plus Postage.
The Voluntary Action Center and the Retired Senior Volunteer Program, in cooperation with the Great Falls Public School District's Career Education Program, developed and put into operation a Community Resource Center. Objectives of the center during the organizational phase were (1) selection of a volunteer coordinator to direct the project, (2) a survey of teachers to determine the need for a community resource center, (3) compiling existing files of resource persons from such organizations as the YWCA, churches, service clubs, and others, (4) establishing a filing system and operating procedures, and (5) recruiting community resource persons to fill indicated needs for speakers. The specific objectives of the center are to help educators insure that each student is aware of the broad range of career options open to him/her in the world of work, to provide information to help the student make decisions concerning his further education and/or training, and to assist in the development of positive attitudes toward such career education concepts as personal and social significance of productive work, family life, avocational interests, citizenship, and economic responsibility. Topics discussed in this document include center personnel, inservice programs, facilities and funding, general procedures, and office procedures. Appendixes contain forms and materials used in the resource center. (TA)
Descriptors: Career Education/ *Community Resources/ Cooperative Programs/ Elementary Secondary Education/ Program Administration/ Program Descriptions/ *Resource Centers/ Resource Guides/ *School Community Cooperation/ School Districts/ *Vocational Development/ *Volunteers
Identifiers: Montana/ Montana (Great Falls)

ED134816 CE010018
The Implementation of Career Education through the Mesa Center for Career Development.
Booth, George, Comp.
Mesa Public Schools, Ariz.
Mar 75 72p.
EDRS Price MF-$0.83 HC-$3.50 Plus Postage.
Efforts of the Center for Career Development (Mesa, Arizona) to compare various strategies for promoting available career education materials and services in the Mesa Public Schools (to determine which strategies are more effective in increasing utilization of career education resources) are described. After identifying the career education resources available, the project's method for assessing resource implementation and/or use is discussed under the headings Target Population, Resource Personnel, and Sequences of Events (Overview, Planning Phase, Operational Phase, and Modifications). Project efforts resulted in the Career Service Delivery System, which is discussed in the section, Utilization/Participation Program. This section covers initial contact strategy, staff development strategy, promotional resources strategy, and contingency management strategy. The final section discusses how data collected from the project will be recorded and analyzed. Appendixes contain the following: Log of career education events; utilization/participation program strategies; initial contact methods; participant responsibilities; types, recipients, and frequency of communications; and evaluation criteria and school descriptors. (TA)
Descriptors: *Career Education/ Contingency Management/ *Delivery Systems/ Elementary Secondary Education/ Evaluation Criteria/ *Information Utilization/ Inservice Programs/ Program Descriptions/ *Program Development/ *Program Effectiveness/ Program Planning/ Resource Centers/ Staff Role/ Teacher Improvement
Identifiers: *Arizona (Mesa)

DIALOG File1: ERIC 66-MAY78 (Item 48 of 117) User1210 17may78

ED133587 08 CE009689
Career Oriented Education Project. Final Report.
Broderius, Bruce W.
University of Northern Colorado, Greeley.
30 Sep 76 128p.
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
Report No.: VT-103-558 Bureau No.: 502A850001A
Grant No.: OEG-381-75-0004
EDRS Price MF-$0.83 HC-$7.35 Plus Postage.

The final report of the exemplary project in vocational education, which ended June 30, 1976 in the Greeley area of Colorado presents, reviews, and evaluates the efforts toward career education implementation in the curricula of Weld County School District Six, the University of Northern Colorado (UNC) College of Education, and the UNC Laboratory School. Among the accomplishments reported were the development of three career education centers to increase counseling services and provide career-oriented materials, staff inservice programs, acquisition and development of instructional materials, use of community resources, emphasis on career education in the UNC, and a study of student job placement needs. The third-party evaluation results are also presented. Major conclusions were that there were no significantly higher performance scores for the treatment students; some attitude change was noted in teachers; and university faculty awareness was somewhat increased. The guidance newsletter appeared to have no impact on student knowledge. Although quantitative evaluation findings were not positive, it was felt that the project did achieve improved knowledge and attitudes toward career education. Some project materials are appended. (MF)

Descriptors: *Career Education/ Curriculum Development/ *Demonstration Projects/ Elementary Secondary Education/ Guidance Counseling/ *Inservice Teacher Education/ Instructional Materials/ *Integrated Curriculum/ Job Placement / Laboratory Schools/ *Program Effectiveness/ Program Evaluation/ Resource Centers/ Schools of Education/ Teacher Education

Identifiers: Colorado/ Colorado (Greeley)

ED133583 CE009684
A Proposal to Develop and Implement a Comprehensive Career Education Program K-14 in a Three-County Non-Urban Area in Missouri. Final Report.
Navara, James L.
State Fair Community Coll., Sedalia, Mo.
Jun 76 151p.; For related documents see ED 102 325, ED 102 329-330, ED 112 073, ED 117 428-430, ED 118 786, CE 009 613, and CE 009 964 ; Pages 49-118 may be marginally legible due to print quality of original
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
Report No.: VT-103-572 Bureau No.: 502A750069
Grant No.: OEG-0-73-5311
EDRS Price MF-$0.83 HC-$8.69 Plus Postage.

A comprehensive career education program (K-14) was developed and implemented in a three-county non-urban area of Missouri. Curriculum guides were developed by teachers from the 10 participating schools in career awareness (K-6), career exploration observation (7-9), secondary component (10-12), and occupational cluster curriculum development. Over 2,400 junior high students were given an opportunity to participate in summer work exploration and observation activities. A centralized job development, placement, and followup office to serve the 10 participating schools was established as well as a resource library of career education materials. All graduating seniors in 1974 and 1975 were followed up by telephone survey. The report briefly describes activities, summarizes results and accomplishments, and presents conclusions and recommendations. A bibliography of books, pamphlets, articles, reports, speeches, and project-developed instructional materials is included. A major portion of the report consists of a resource list of the audiovisual library collection. Also included is a list of the curriculum guides and other project-developed materials with order form and availability information. (Author/NJ)

Descriptors: Audiovisual Aids/ Booklists/ *Career Education/ *Comprehensive Programs/ *Curriculum Development/ *Demonstration Programs/ Elementary Secondary Education/ *Instructional Materials/ *Job Placement/ Library Collections/ Material Development/ Program Descriptions/ Resource Centers/ Rural Areas/ Rural Education

Identifiers: Missouri

ED132169 TM005879
Evaluation of Career Education Projects, 1975-1976. Report No. 7715.
Chern, Hermine J.; And Others
Philadelphia School District, Pa. Office of Research and Evaluation.
Sep 76 153p.
Report No.: PSD-7715
EDRS Price MF-$0.83 HC-$8.69 Plus Postage.

The evaluations of 26 career education programs which operated in the Philadelphia, Pennsylvania school district from July 1, 1975 to June 30, 1976 are contained in this report. Generally the projects achieved their objectives, with only a few exceptions. Indications are that the career development programs currently in progress in Philadelphia are well adapted to the environment in which they are expected to function, and have been developed in accordance with the actual needs of the students they are intended to serve. Of the 26 projects evaluated, eleven of these were primarily concerned with classroom or shop instruction, six with curriculum development, and five with guidance activities. The other four projects involved staff development, job placement, and the development and refinement of a computer management system for the skills centers. Information is presented for each program separately and includes budget, project description, project history, objectives, project implementation, and project outcomes: evaluation questions, discussion, and conclusions and recommendations. (RC)

Descriptors: Adult Education/ Adult Vocational Education/ Bilingual Education/ *Career Education/ Career Planning/ Computer Oriented Programs/ Consumer Education/ Counselor Training/ Distributive Education/ Educable Mentally Handicapped/ Elementary Secondary Education/ Evaluation Methods/ Guidance Programs/ Home Economics Education/ Homemaking Education/ Individualized Instruction/ Instructional Materials/ Job Placement/ Medicine/ Mobile Educational Services/ Parochial Schools/ Pregnant Students/ Program Development/ Program Effectiveness/ *Program Evaluation/ Public Schools/ Resource Centers/ School Districts/ Special Education/ Vocational Education

Identifiers: Pennsylvania (Philadelphia)/ *Philadelphia School District

ED131315 95 CE008974
Implementation of a Program and Delivery System for Comprehensive Career Education in a Rural Area. Interim Report.
Rogers, Richard A.
Western Wisconsin Technical Inst., La Crosse.
30 Jun 76 189p.
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
Report No.: VT-103-306 Bureau No.: F5007VW; V361185
Grant No.: OEG-0-73-5297

EDRS Price MF-$0.83 HC-$10.03 Plus Postage.

This report details the accomplishments and major activities of a 3-year career education project serving more than 186,000 individuals within the Western Wisconsin Vocational, Technical, and Adult Education District. Basic to the project design is the establishment of five career centers which provide a wide variety of career information and services. The document contains a summary report, final and quarterly reports from each of the five area coordinators, and the third party evaluation. The data, analyses, and conclusions are presented in a determination of whether each of the 11 objectives of the project had been met. The evaluators concluded that the project had a number of significant impacts during the three years it was operational, and had achieved its objectives in terms of establishing a comprehensive learning system, expanding resources and services, and making career education accessible to residents of the district. Students showed progress in self awareness, knowledge of work, and career decisionmaking; community awareness of available programs and opportunities also increased. Appended to the evaluation report are the work statement for the evaluation and survey instruments. (RG)

Descriptors: *Adult Education/ *Career Education/ Career Planning/ Continuous Learning/ *Delivery Systems/ Developmental Programs/ Elementary Secondary Education/ Inservice Teacher Education/ *Outreach Programs/ Post Secondary Education/ *Program Evaluation/ Resource Centers/ *Rural School Systems

Identifiers: Wisconsin

DIALOG File1: ERIC 66-MAY78 (Item 52 of 117) User1210 17may78

ED129994 CE007961
Guidance Workshop Manual. Career Information Centers.
Ritch, Roger W.
Project CAREER, Randolph, Mass.
Jan 75 30p.; For related documents, see CE 007 962 and CE 008 668-669
Sponsoring Agency: Massachusetts State Dept. of Education, Boston. Div. of Occupational Education.
Report No.: VT-103-038
EDRS Price MF-$0.83 HC-$2.06 Plus Postage.
Part of the Project CAREER guidance component, this manual was developed to provide a resource to educators interested in establishing a center to house informative job and career materials for students. Information presented includes functions of the career resource center, minimum physical and personnel requirements, basic information materials, suggested activities, and procedures for acquiring, classifying, storing, and retrieving the materials. All purely occupational materials are classified according to the "Dictionary of Occupational Titles" (DOT) coding system. Sample catalog cards and letters requesting materials are appended. (TA)
Descriptors: *Career Education/ Guidelines/ Guides/ *Information Centers/ *Library Technical Processes/ Manuals/ Occupational Information/ *Program Development/ *Program Planning/ *Resource Centers/ Resource Materials/ Secondary Education
Identifiers: Massachusetts/ Project CAREER

ED129980 CE007778
Education Components for a Career Information System. Final Project Report for Fund for the Improvement of Post-Secondary Education.
Oregon Univ., Eugene. Career Information System.
75 90p.
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.; Oregon State System of Higher Education, Eugene.
Available from: Career Information System, Office of the Director, 247 Hendricks Hall, University of Oregon, Eugene, Oregon 07403 ($2.50)
EDRS Price MF-$0.83 HC-$4.67 Plus Postage.
This report describes how the Oregon Career Information System (CIS) expanded its career information files by adding three new files relevant to education information. Descriptions are given of the Preparation file, containing information specifying various ways to prepare for a particular occupation; the Program file, which describes a complete array of educational and training programs; and the School file, which provides comprehensive institutional information such as degrees offered, financial aid, and housing. It is reported that the educational components were field tested to determine their value to individuals making career decisions, and that response of CIS users indicated that the components were easy to use, relevant to users' career planning, comprehensive in the scope of information provided, and well integrated with the rest of CIS. Also, the expanded system was found to have substantial impact on occupational and educational choices. The adult market for career information and the impact of CIS on other agencies are also analyzed. (Author/TA)
Descriptors: Career Choice/ *Career Education/ Data Bases/ Educational Programs/ Educational Technology/ Evaluation Methods/ *Information Centers/ Information Dissemination/ Information Needs/ Information Retrieval/ Information Seeking/ *Information Services/ *Information Systems/ Information Utilization/ *Occupational Information/ Post Secondary Education/ Program Design/ Program Evaluation
Identifiers: Career Information System/ CIS/ Oregon

DIALOG File1: ERIC 66-MAY78 (Item 54 of 117) User1210 17may78

ED128656 CE008204
Integrating Career Education into Teacher Preparation. Implementation Guide for College/University Use.
Even, Brenda B.
Arizona Univ., Tucson.
76 130p.; Page 6 contains a schematic chart which will not reproduce well due to small type
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
Available from: Superintendent of Documents, U. S. Government Printing Office, Washington, D. C. 20402 ($1.95)
EDRS Price MF-$0.83 HC-$7.35 Plus Postage.
This implementation guide was developed from a project to integrate career education into existing preservice teacher training courses and to prepare students in these courses to serve as career education catalysts in their schools. Integration schematics for core courses in the Secondary Education Teacher Preparation Program at the University of Arizona are presented, and a step-by-step process for implementing a university-based career information center is outlined including the necessary elements: advisory committee, location and space, equipment, materials, files, guidelines for use, orientation, public relations, workshops, vocational assistance, staff, budget, and evaluation procedures. Initial and long range training activities for implementing in-service training of university personnel are also included. Approximately one-half of the report consists of the following appendices: Sample Career Information Center Bibliography, Sample Occupational Clustering Systems, Alternative Resource Speaker Filing Systems, Orientation: The Career Information Center, Suggested Topics for Career Information Center Workshops, and Selected References. (MP)
Descriptors: *Career Education/ Curriculum Development/ Curriculum Guides/ Education Courses/ Higher Education/ *Information Centers/ *Integrated Curriculum/ Methods Courses/ Models/ Occupational Information/ *Preservice Education/ Resource Centers/ Resource Guides/ Schools of Education/ *Secondary School Teachers/ Teacher Education/ *Teacher Education Curriculum/ Teacher Educator Education/ Universities
Identifiers: Arizona/ University of Arizona

ED127484 08 CE008008
Career Awareness Resource Center. Final Report.
Beaverton School District 48, Oreg.
1 Feb 76 161p.; Not available in hard copy due to marginal reproducibility of the original document
Sponsoring Agency: Oregon State Dept. of Education, Salem. Career and Vocational Education Section.
Report No.: VT-103-085 Bureau No.: E-A-97-74
Grant No.: SEA-34-048-031
EDRS Price MF-$0.83 Plus Postage. HC Not Available from EDRS.
The process used to develop a cataloging and retrieval system for career awareness materials is presented in this project report. It is noted that the system would enable teachers to request materials from a resource center under a wide variety of classifications which complement many different teaching approaches. The procedures and outcome for developing a cataloging and retrieval system (which include developing a catalog of career materials, evaluating the materials, and devising a method for circulating materials for teacher use) are outlined. Appendices include: (1) personnel involved in the project, (2) guidelines for establishing a resource center, (3) materials evaluation form, (4) systems evaluation report, (5) Career Awareness Resource Materials Catalog, which lists the names and addresses of 48 publishers and includes an annotated bibliography, (6) report of teachers' evaluation of a trial career resource catalog, (7) sample interview questions about career resource catalog use, and (8) teacher comments from the career awareness resource catalog interviews. (SH)
Descriptors: *Career Awareness/ Career Education/ *Catalogs/ Evaluation Methods/ Instructional Materials Centers/ Research Projects/ Resource Centers/ *Resource Materials/ Systems Approach/ Systems Development/ Teacher Centers

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ED127461 CE007643
Career Information Center: Staff Roles.
Bornstein, Robert
Rutgers, The State Univ., New Brunswick, N.J. Curriculum Lab.
Oct 75 79p.
Sponsoring Agency: New Jersey State Dept. of Education, Trenton. Div. of Vocational Education.
EDRS Price MF-$0.83 HC-$4.67 Plus Postage.
The purpose of this guide is to describe implementation strategies for the establishment of a career information center in a large urban high school with particular attention devoted to the administrative arrangements and staff roles involved in such a center. Developed out of the author's experience in the New Brunswick, New Jersey career information center, it is intended for use by educators planning similar centers. Five chapters describe administration, career information center operations, and activities performed by the school-industry coordinator, multimedia coordinator, and job placement coordinator. Appendices include project staff job descriptions, sample flyers for students and teachers, project newsletters, teacher's guide to the effective use of community speakers, a teacher's guide for field trips, examples of request and materials record forms, an occupation information outline, and community survey and community resources forms. (TA)
Descriptors: Administrator Guides/ Administrator Role/ Career Awareness/ *Career Education/ Career Planning/ Coordinators/ High School Design/ *Information Centers/ Job Analysis/ *Occupational Information/ Resource Centers/ *Resource Staff Role/ School Administration/ School Community Cooperation/ School Personnel/ Senior High Schools/ Urban Schools/ *Vocational Development
Identifiers: New Jersey

ED125661 IR003753
Networks: Computer Networks Workshop and Guidance. Papers Presented at the Association for Educational Data Systems Annual Convention (Phoenix, Arizona, May 3-7, 1976).
Association for Educational Data Systems, Washington, D.C.
May 76 77p.; For related documents, see IR 003 748-756; Some parts may be marginally legible due to print quality of original
Available from: Association for Educational Data Systems, 1201 Sixteenth Street, N.W., Washington, D.C. 20036 ($10.00 for entire proceedings)
EDRS Price MF-$0.83 HC-$4.67 Plus Postage.
One abstract and sixteen articles on computer networks and information systems guidance programs presented at the Association for Educational Data Systems 1976 convention are included in this document. Computer networks and information systems are discussed in eight articles: four articles describe regional educational information systems, three describe planning of interactive networks, and one paper describes multiplexing designs for use among university information networks. Six articles on computerized guidance and career planning information systems are included. In addition, there is a paper on computer analysis of survey questionnaires, and a paper describing the impact of the computer revolution. The last paper addresses the problems of teaching computing concepts to educators. (CH)
Descriptors: Career Choice/ *Career Planning/ Communications / Computer Oriented Programs/ *Computers/ Computer Science Education/ Data Processing/ *Guidance/ Guidance Programs/ Guidance Services/ Higher Education/, Information Centers/ *Information Dissemination/ *Information Networks/ Information Systems/ Intercommunication/ Man Machine Systems/ *Networks/ Occupational Guidance/ On Line Systems/ Regional Programs/ Surveys/ Telecommunication/ Vocational Counseling
Identifiers: AEDS 76/ *Association for Educational Data Systems/ Interactive Computer Systems

ED125595 95 IR003682
The Appalachian Education Satellite Project Final Report.
Appalachian Education Satellite Project, Lexington, Ky.
76 377p.; Project Information Series; For a related document see IR 003 681
Sponsoring Agency: National Inst. of Education (DHEW), Washington, D.C.
Contract No.: NIE-C-75-0001
EDRS Price MF-$0.83 HC-$20.75 Plus Postage.
The first section of this report describes the objectives, project organization, and program of the Appalachian Education Satellite Project. The second section describes the resource coordinating centers and their seven missions: reading course development, career education course development for K-6 and 7-12, four-channel audio program development, television production and broadcasting, information systems, and evaluation. Two documents are included in the appendix to the second section: one describes the four-channel audio component of the project, and the other provides samples of input and documents from the information systems project. The third section describes the operation and function of the five regional education service agencies which cooperated in the project. Project accomplishments are summarized in the fourth section, and possible future developments conclude the report. (CH)
Descriptors: Career Education/ *Communication Satellites/ Cooperative Programs/ Depressed Areas (Geographic)/ Educational Improvement/ *Educational Technology/ Educational Television/ Elementary School Teachers/ Elementary Secondary Education/ Experimental Programs/ Higher Education/ Information Systems/ Inservice Programs/ *Inservice Teacher Education/ Instructional Media/ Instructional Programs/ *Interagency Coordination/ Interstate Programs/ *Program Descriptions/ Program Evaluation/ Reading Instruction/ Resource Centers/ Rural Education/ Secondary School Teachers/ Teacher Education/ Telecommunication
Identifiers: AESP/ *Appalachian Education Satellite Project

ED124836 CG010624
Evaluation of a Demonstration Career Information Centre, Phase 3.
Hunter, Susanne M.
North York Board of Education, Willowdale (Ontario).
Jan 76 38p.; For related documents, see CG 010 620-623
EDRS Price MF-$0.83 HC-$2.06 Plus Postage.
This paper reports on phase three of the evaluation of a model career information center established in a secondary school as a demonstration project. This report contains comparative data obtained from student responses, one year after the center had been in operation. This survey found that while the number of students seeking assistance from a guidance counselor had decreased, the students rated such visits as more helpful than those surveyed earlier. It was also found that, compared to the earlier sample, the present students were more able to verbalize the steps necessary to career decisions, took more practical steps, and indicated greater commitment in the steps they had taken to planning their future. It was also found that new needs were emerging and different needs were being met. (NG)
Descriptors: *Career Exploration/ Data Analysis/ Demonstration Programs/ *Demonstration Projects/ Guidance Services/ *Information Centers/ Occupational Guidance/ *Occupational Information/ *Program Evaluation/ Secondary Education/ *Statistical Data/ Student Needs/ Vocational Counseling
Identifiers: *Canada

ED124835 CG010623
Evaluation of a Demonstration Career Information Centre. Phase 2.
Wright, Erica
North York Board of Education, Willowdale (Ontario).
75 53p.; For related documents, see CG 010 620-624
EDRS Price MF-$0.83 HC-$3.50 Plus Postage.
This paper reports on phase two of the evaluation of a model career information center established in a secondary school of a demonstration project. This report is based on student data collected after the center had been in operation eight months. The students' responses are reported in detail. The major findings from the survey are that 83% of students had visited the center; approximately one-third had received assistance; that students have improved their ability to verbalize the necessary steps in career choice; and that they increasingly want more specific information about particular careers. The report indicates student use of the facility and details the methods used to make sure students knew about the center. (NG)
Descriptors: *Career Exploration/ Data Analysis/ Demonstration Programs/ *Demonstration Projects/ Guidance Services/ *Information Centers/ Occupational Information/ Program Evaluation/ Secondary Education/ Statistical Data/ *Student Needs/ Vocational Counseling
Identifiers: *Canada

DIALOG File1: ERIC 66-MAY78 (Item 61 of 117) User1210 17may78

ED124834 CG010622
Evaluation of a Demonstration Career Information Centre. An Interim Report.
Wright, Erica
North York Board of Education, Willowdale (Ontario).
74 73p.; For related documents, see CG 010 620-624
EDRS Price MF-$0.83 HC-$3.50 Plus Postage.
This paper reports on phase one of the evaluation of a career information center established in a secondary school as a demonstration projects. The evaluation is based on a questionnaire developed to probe students' views regarding future planning, and to ascertain what plans they themselves were making. Interviews were also conducted to gain information about students' reactions to the career information center. The paper provides extremely detailed reports of students' responses. The questionnaire findings are viewed as a base of information about the students prior to the introduction of the career information center. The interview findings are that, generally, the students have positive feelings about the center, are well informed about the center, and have visited it several times. (NG)
Descriptors: *Career Exploration/ Data Analysis/ Demonstration Programs/ *Demonstration Projects/ Guidance Services/ *Information Centers/ Occupational Choice/ *Occupational Information/ Program Evaluation/ Secondary Education/ *Statistical Data/ Student Needs/ *Vocational Counseling
Identifiers: *Canada

ED124833 CG010621
The Career Information Centre: A Demonstration Guidance Project.
Huff, Elmer E.
North York Board of Education, Willowdale (Ontario).
21 Oct 74 7p.; For related documents, see CG 010 620-624
EDRS Price MF-$0.83 HC-$1.67 Plus Postage.
This paper describes a career information center established in a secondary school as a demonstration guidance project. The center is managed by a full-time careers consultant and has been operational since 1974. The demonstration project is designed as a method of delivering career information and related services to students. Goals include increasing awareness of career possibilities; acting as a resource center for career information; bridging community and school resources; aiding in career or job preparation; providing a facility for field testing innovations in career education. Some attempts to evaluate the center's effectiveness are currently underway (1976), and the hope is that the program will be modified to serve as a model for other schools. (NG)
Descriptors: *Career Education/ Demonstration Programs/ *Demonstration Projects/ Guidance Services/ *Information Centers/ Occupational Choice/ *Occupational Guidance/ *Occupational Information/ Program Descriptions/ Resource Centers/ Secondary Education/ Student Needs/ *Vocational Counseling/ Vocational Development
Identifiers: *Canada

ED124796 95 CE007432
Concord Career Education Project. Final Report.
New Hampshire Supervisory Union 8, Concord.
31 Dec 75 58p.; Not available in hard copy due to marginal reproducibility
Sponsoring Agency: New Hampshire State Dept. of Education, Concord. Vocational-Technical Education Div.
Report No.: VT-102-959
EDRS Price MF-$0.83 Plus Postage. HC Not Available from EDRS.
The report presents a summary and evaluation of the two and one-half year implementation period of a career education project in the Concord Union School District, New Hampshire. The goals, activities, and accomplishments of the period are briefly described. The evaluation report is organized by the four comprehensive project goals which precede each cluster of major performance objectives. The major goals were: (1) to provide an opportunity for students to develop an awareness of self and careers; (2) to assist the school district staff to develop skills in introducing career education into the classroom by initiating workshops, programs, and conferences; (3) to disseminate information about the project; and (4) to develop a procedure for effective evaluation. The evaluation assesses the extent to which the project's goals and objectives were accomplished, the effectiveness of the processes and strategies, and the results of the modifications in process and product. Major features of the program were a career education resource center and minigrants awarded to teachers to enable them to develop innovative curriculum. It was generally concluded by the evaluator that the major goals and objectives of the project were successfully accomplished. (NJ)
Descriptors: *Career Education/ Elementary Secondary Education/ *Program Descriptions/ *Program Evaluation/ Resource Centers

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ED124731# CE007346
Developing Career-Related Materials for Use with and by Adults.
Wilson, Barbara Lazarus; And Others
Education Development Center, Inc., Newton, Mass.
75 51p.
Sponsoring Agency: National Inst. of Education (DHEW), Washington, D.C..
Available from: Career Education Project, Education Development Center, 55 Chapel Street, Newton, Massachusetts 02160 (No price given)
Document Not Available from EDRS.
One of a series of manuals developed by the Home and Community-Based Career Education Project, the publication presents the processes involved in reviewing and compiling information about educational, training, and supportive resources for career-related materials for adults. Principal focus is on materials created by the project's information unit to meet the particular needs of their clients and counselors: three major directories (occupational projects, education and training resources, and supportive services) and four separate "packages" (career development series, women and the world of work, liberal arts and sciences and the world of work, and external degree study: a new route to careers). The manual describes in detail how to develop the directories and how to gather and organize the data for their different sections. Examples of the various forms and formats used and the preparation of a cross-reference card system to cover the information in the directories are included. (MF)
Descriptors: *Adult Counseling/ Data Collection/ Directories / *Information Processing/ Information Sources/ Information Storage/ *Material Development/ *Occupational Information/ Reference Materials/ Resource Centers/ *Vocational Development
Identifiers: *Home Community Based Career Education Project

ED124730# CE007345
Establishing and Operating a Career Resource Center for Adults.
Tobin, Nancy; And Others
Education Development Center, Inc., Newton, Mass.
75 51p.
Sponsoring Agency: National Inst. of Education (DHEW), Washington, D.C.
Report No.: VT-102-850
Available from: Career Education Project, Education Development Center, 55 Chapel Street, Newton, Massachusetts 02160 (No price given)
Document Not Available from EDRS.
One of a series of manuals developed by the Home and Community-Based Career Education Project, the publication describes the establishment of the project's resource center or specialized library to collect occupational information materials and make them accessible to staff members, clients, and the public. Such a resource center involves selecting suitable adult counseling and vocational materials and setting up procedures for ordering materials and equipment, staffing, recordkeeping, and organizing the information for use. Included in the manual are planning the resource center, center operating procedures, and methods of building a collection from a variety of sources with supplemental information on specific types of materials. Appendixes provide lists of sources for free or inexpensive occupational materials, frequently used books, the resource center's subscriptions, and addresses of material sources. (MF)
Descriptors: *Adult Counseling/ Career Planning/ Guidelines/ Information Sources/ *Library Planning/ Library Technical Processes/ Occupational Information/ *Resource Centers/ Resource Guides/ *Special Libraries/ *Vocational Development
Identifiers: *Home Community Based Career Education Project

ED123514 CG010546
The Career Center - One Tool for Implementing Career Education.
Degema, David N.
75 5p.; Paper presented at the Annual Meeting of the Michigan Personnel and Guidance Association (Detroit, Michigan, November 1975)
EDRS Price MF-$0.83 HC-$1.67 Plus Postage.
A Career Center may be defined as an operational delivery system designed to provide students at the junior high, senior high, and adult levels with exposure to occupational, vocational, college and financial aid information. The Career Center provides the means to: disseminate career information, assess students' interests and abilities, incorporate information from the "world of work" into classroom instruction, develop study skills, and provide instruction on decision making. A shared delivery system is used to involve the student and resource personnel in the acquisition and use of occupational information and materials. The Career Center has been used for group test interpretation, student interest and aptitude testing, career exploration by classes, individual college or career exploration, military recruiting, and the CETA adult program. Additional uses of the Career Center include mini-courses offered through the counseling department, co-op student use in investigating local industry, additional classroom contact and use, and an adult career exploration course offered through the continuing education department. The career Center concept is undergoing continuous evaluation through formal and informal techniques. Formal evaluation techniques include student surveys, student use counts, and teacher surveys. (Author)
Descriptors: Career Choice/ *Counseling Centers/ *Delivery Systems/ Employment Opportunities/ Information Dissemination/ *Occupational Guidance/ *Occupational Information/ *Resource Centers/ Secondary Education
Identifiers: *Career Centers

DIALOG File1: ERIC 66-MAY78 (Item 67 of 117) User1210 17may78

ED123499 88 CG010501
Description and Evaluation of 1972 Summer Training Program for Paraprofessionals in Occupational Resource Centers.
Leland, Arthur L.; And Others
Massachusetts State Dept. of Education, Boston.
Aug 72 63p.; Certain pages may reproduce poorly
Sponsoring Agency: Bureau of Elementary and Secondary Education (DHEW/OE), Washington, D.C.
EDRS Price MF-$0.83 HC-$3.50 Plus Postage.
A three-week intensive training program is described for preparing paraprofessionals to organize, develop, and establish Occupational Resource Centers (ORC) in elementary and secondary schools and related community agencies. The training program is based on a specific task analysis of the position of developing and operating an ORC. A behavior checklist is given to each paraprofessional. Three levels of proficiency as a paraprofessional are possible. Most paraprofessionals attain Level I skills during the three-week training program. Training includes clerical, graphics, audiovisual, human relations, and occupational resource center skills. A training schedule by topic and hour is included in the report. Prerequisites for entry into the program include ability to read and write, desire to work with people, and commitment from professional educator to employ the paraprofessional after training is completed. The format of the training program is varied and changes frequently to avoid too much lecture, too much discussion, or too much skill practice. Evaluation and followup data indicate the value of a skill oriented training program as well as the necessity to involve the professional supervisor or counselor in the training program. A team concept of paraprofessional and professional working together is considered essential. Evaluation data is included in the report. (Author)
Descriptors: *Educational Programs/ Elementary Secondary Education/ Human Relations/ Information Centers/ *Occupational Information/ *Paraprofessional Personnel/ Program Descriptions / *Resource Centers/ Summer Programs/ *Training Objectives/ Vocational Development
Identifiers: *Elementary Secondary Education Act Title III/ ESEA Title III

ED123496# 95 CE007342
Bibliographies of Career-Related Materials.
Banks, Jennifer; And Others
Education Development Center, Inc., Newton, Mass.
75 177p.
Sponsoring Agency: National Inst. of Education (DHEW), Washington, D.C.
Report No.: VT-102-847.
Available from: Career Education Project, Education Development Center, 55 Chapel Street, Newton, Massachusetts 02160 (No price given)
Document Not Available from EDRS.
The publication presents both a shelf collection list and a series of annotated bibliographies on selected topics in the collection of the resource center of the Education Development Center's home- and community-based career education project (one of the National Institute of Education's four career education models). It is intended as a guide for acquiring some of the holdings and as a basis for selecting particular types of career-related materials for home-based adults, those 16 and over who are neither working nor attending school full-time. Contents are arranged in two sections: materials in the shelf collection list of the resource center and annotated bibliographies of some of these materials on seven major topics. Four of these topic categories contain materials of use to both counselors and clients: directories and information on financial aid and educational and training resources, occupational information, and the job search. The other three--on counseling, career education, and women--include materials primarily useful to counselors, educators, and other professionals.. The shelf collection list is arranged by 65 subject headings taken from the "Thesaurus of ERIC Descriptors." Both sections provide ordering information for materials cited. (MF)
Descriptors: *Adult Counseling/ Annotated Bibliographies/ *Bibliographies/ Career Opportunities/ *Career Planning/ Educational Opportunities/ Occupational Information/ Resource Centers/ *Resource Guides/ Vocational Counseling/ *Vocational Development
Identifiers: *Home Community Based Career Education Project

DIALOG File1: ERIC 66-MAY78 (Item 69 of 117) User1210 17may78

ED122144 CE007087
Career Education Resource Laboratory (CERL) Project. Final Report. Phase III.
Eastern Illinois Univ., Charleston. Center for Educational Studies.
30 Apr 76 37p.; Photographs will not reproduce clearly; For related documents, see ED 101 077 and ED 110 663
Sponsoring Agency: Illinois State Office of Education, Springfield. Div. of Adult Vocational and Technical Education.
Bureau No.: V361068
Grant No.: RDD-DC-C01
EDRS Price MF-$0.83 HC-$2.06 Plus Postage.
Phase 3 of the Career Education Resource Laboratory (CERL) project at Eastern Illinois University consisted of three major activity areas: demonstrations, disseminations, and workshops. CERL's demonstrations of Computerized Vocational Information System (CVIS) were conducted at Eastern Illinois University and the Comprehensive Illinois Occupational Education Demonstration Center at Toledo, Illinois. An "Annotated Bibliography of CERL Materials", a "Bibliography of Free Materials", and "Yellow Pages of Community Resources" were compiled for distribution; materials were loaned to the 29-member school districts of the Eastern Illinois School Development Council (EISDC); and a monthly newsletter was distributed. Inservice workshops were conducted on-site within EISDC member school districts as well as outside districts, and numerous preservice presentations were given to Eastern Illinois University classes. Other topics covered in the final report include: problems, publicity activities, progress on data collection and evaluation plans and procedures, and staff development. Related material on project organization and publicity and a copy of the monthly newsletter are appended. (EA)
Descriptors: *Career Education/ Computer Assisted Instruction/ Demonstration Centers/ *Information Dissemination / *Inservice Education/ *Preservice Education/ Program Development/ Program Evaluation/ *Resource Centers

ED122075 95 CE006985
Inquiry Project: Computer-Assisted Counseling Centers for Adults.
Farmer, Helen
Illinois Univ., Champaign.
20 May 75 28p.; Paper presented at the American Association of Higher Education (Drake University, Iowa, May 20, 1975)
Sponsoring Agency: Fund for the Improvement of Postsecondary Education (DHEW), Washington, D.C.
Report No.: VT-102-715
EDRS Price MF-$0.83 Plus Postage. HC Not Available from EDRS.
The report describes a University of Illinois project which designed and field-tested computer-assisted adult counseling centers. These centers offered counseling for persons seeking to make career changes, to continue their education, or to leave the home and enter the labor market. Computers provided a comprehensive data bank of information on occupational and educational opportunities, while counselors performed the essential roles of identifying obstacles to educational or career goals and of planning ways to overcome these obstacles. The theoretical basis for the design of the centers is adapted from Tiedeman and O'Hara, wherein services are built around the developmental tasks relevant to the educational and career needs of adults. A six-step method to guide the counselor and client in self-study planning is outlined. The four major components of the information system--educational information, occupational information, self-information, and guidance information--are described in the report. (NJ)
Descriptors: *Adult Counseling/ Adult Education/ Adults/ Career Change/ Career Planning/ *Computer Oriented Programs/ *Counseling Centers/ Counselor Role/ Data Bases/ Educational Counseling/ Information Centers/ Information Needs/ Information Retrieval/ Information Storage/ *Information Systems/ Occupational Information/ Post Secondary Education/ Retraining/ *Vocational Counseling

DIALOG File1: ERIC 66-MAY78 (Item 71 of 117) User1210 17may78

ED120466 95 CE006762
Project DECISION: Audiovisual-Tutorial Career Education for the High School Student. Final Report.
Waukesha County Technical Inst., Waukesha, Wis.
Jun 73 28p.; Some parts may not reproduce clearly due to quality of original
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.; Wisconsin State Board of Vocational, Technical, and Adult Education, Madison.
EDRS Price MF-$0.83 HC-$2.06 Plus Postage
The final report describes "Project Decision", an exemplary program designed and implemented by the Waukesha County Technical Institute (WCTI) for the 17 high schools in Waukesha County, Wisconsin. "Career libraries" were established in each high school, with an audiovisual-tutorial device and 29 filmstrips providing information on careers and career clusters, district career training and employment opportunities, and general information on WCTI for individuals and small groups. Approximately 9% of the combined student enrollment of 19,125 made use of the filmstrips, with guidance personnel providing assistance. Objectives, procedures and activities, findings, and an analysis of objective goals are presented, with eight tables presenting student and counselor evaluations of the project. Recommendations include the updating and addition of filmstrips; use of the program as a model for other schools in the Wisconsin Vocational, Technical and Adult Education system; and that audiovisual-tutorial career education be used as a supplementary rather than a sole method. It is stated that a majority of student users and guidance personnel reacted favorably to the filmstrips and felt that they assisted in making career decisions. A list of the filmstrips and guidance counselor and student project evaluation forms are appended. (LH)
Descriptors: Audiovisual Aids/ Audiovisual Instruction/ *Audiovisual Programs/ *Career Education/ Career Opportunities / County Programs/ Educational Objectives/ Educational Programs/ *Information Centers/ *Occupational Information/ Post Secondary Education/ *Program Development/ Program Evaluation/ Questionnaires/ Secondary Education/ Tutorial Programs
Identifiers: *Waukesha County Technical Institute/ Wisconsin (Waukesha County)

ED120392 CE006622
Exemplary Career Resource Center for Grades 6 through 9 in Pennsylvania.
Scott, Harry, Jr.
Wyoming Valley West School District, Kingston, Pa.
Jul 74 27p.; Appendixes A and B will not reproduce in microfiche
Sponsoring Agency: Pennsylvania Research Coordinating Unit for Vocational Education, Harrisburg.
EDRS Price MF-$0.83 HC-$2.06 Plus Postage
The evaluation of an exemplary career resource center (CRC) developed for the Wyoming Valley West School District, Kingston, Pennsylvania, is presented. Questionnaires were used to assess the CRC in terms of information collection, evaluation and storage, client usage, and attitudinal factors and were completed by approximately 1,000 seventh and eighth grade students served by it. Program objectives, evaluation methods and procedures, findings and their analysis by objective, and recommendations are examined. Tables supplement the text. Appended material includes the student evaluation form with response data, a sample log sheet, and a summary of the equipment and materials evaluation. Results indicated that the CRC was highly successful in organizing and maintaining all necessary hardware and software. Improvement needs to be made in methods of permitting students to use the CRC because of the great interest and too large of a student body for the amount of equipment, room size, and available assistance. The overall attitudes of pupils was promising. (Author/LH)
Descriptors: *Career Education/ Career Exploration/ Educational Objectives/ Instructional Materials Centers/ *Junior High Schools/ Methods/ *Program Evaluation/ *Resource Centers/ *Student Reaction
Identifiers: Pennsylvania (Kingston)/ Wyoming Valley West School District

ED120389 CE006613

The Development of 17 Career Resource Centers in Pennsylvania.

Lewis, James P.

Pennsylvania State Dept. of Education, Harrisburg. Bureau of Information Systems.

75 76p.

EDRS Price MF-$0.83 HC-$4.67 Plus Postage

The report on Pennsylvania's 17 Career Resource Centers (CRCs) describes their background, the procedures followed in their development and administration, their ability to satisfy the six CRC objectives (collecting, evaluating, and disseminating accurate and relevant career information; providing assistance to the center's clientele in locating, evaluating, and using career information; helping students integrate self-knowledge with relevant career information; assisting faculty in integrating information into their instructional activities to support their students' career development; helping parents become active, concerned, and understanding participants in the career development of their children; and using community resources in fostering better understanding of the relationship of education to work), conclusions and recommendations of the report, and related information on CRCs. Ten appendixes, comprising nearly three-fourths of the document, include: an equipment and material list, career research reports, student evaluation of the CRC, CRC curriculum materials, faculty evaluation of the CRC, a model for career consultants, CRC evaluation instruments, application for student advisory committee, CRC floor plans, and news releases. (JR)

Descriptors: *Career Education/ Developmental Programs/ Educational Objectives/ *Educational Resources/ Evaluation/ Instructional Aids/ Instructional Materials/ Program Administration/ Program Descriptions/ *Program Development/ Questionnaires/ *Resource Centers/ *Statewide Planning/ Studio Floor Plans

Identifiers: *Career Resource Centers/ CRC/ Pennsylvania

ED119795 JC760189

Establishing Community Advisement Centers: A Proposal.

California State Postsecondary Education Commission, Sacramento.

Feb 76 51p.

Report No.: CommissionR-76-2

EDRS Price MF-$0.83 HC-$3.50 Plus Postage

In 1974, the California legislature directed the California Postsecondary Education Commission to develop a plan for establishing independent postsecondary education counseling centers to serve California residents not enrolled in a college or high school. On the basis of interviews, a review of the literature, and site visits to existing counseling centers, the Commission developed three alternative plans for pilot advisement centers. Each center would provide: (1) a comprehensive testing program to enable clients to assess their educational strengths and weaknesses, career skills, and interests; (2) current information and advice on all public and private postsecondary education opportunities in California; (3) information and counseling about career options, requirements, and opportunities in the state; (4) information on costs of education and opportunities for financial aid; (5) current information about special programs (such as child care) or services of educational institutions and agencies in the community; and (6) a referral service to help clients obtain needed counseling information not directly provided by the center. Included in the proposal is a plan for an information system which would help coordinate and disseminate existing information about local opportunities, programs, and services. (Author/DC)

Descriptors: *Adult Counseling/ Career Planning/ *Community Information Services/ *Community Service Programs/ Educational Guidance/ Educational Opportunities/ Educational Testing/ *Guidance Centers/ *Guidance Counseling/ Information Centers/ Occupational Information/ Postsecondary Education/ State Programs/ Vocational Interests

Identifiers: *California

ED119099 CG010408

Career Resource Center Anyone? In a Community College?

Larson, Lila M.

4 Jun 75 13p.; Paper presented at the Annual Meeting of the Canadian Guidance and Counseling Association (Vancouver, British Columbia, June 4-6, 1975); Slides accompanying the presentation have not been included. Not available in hard copy

EDRS Price MF-$0.83 Plus Postage. HC Not Available from EDRS.

This paper describes the planning and implementation of a Career Resource Center. Although this model was designed specifically for one community college, it offers a good guide to other groups interested in establishing such a center. This paper was presented at the C.G.C.A. Convention (Vancouver, B.C., June 1975) as part of a slide presentation; however, the slides are not included in this document. The paper begins with the basic reasons why a career resource center was desirable and proceeds through the necessary phases including collection and selection of resources, acquisition procedures, processing and coding, personnel necessary, and difficulties encountered. (HMV)

Descriptors: *Career Exploration/ *Career Planning/ Community Colleges/ *Guidance Centers/ Junior Colleges/ Library Programs/ Models/ Program Guides/ *Resource Centers/ *Vocational Counseling

DIALOG File1: ERIC 66-MAY78 (Item 76 of 117) User1210 17may78

ED118935 CE006503

Exemplary Career Resource Center for Grades 6 Through 9 in Pennsylvania.

Penna Valley Area School District, Spring Mills, Pa.; Pennsylvania Research Coordinating Unit for Vocational Education, Harrisburg.; Pennsylvania State Dept. of Education, Harrisburg.

30 Jun 74 27p.

EDRS Price MF-$0.83 HC-$2.06 Plus Postage

Following a discussion of the need for the service the document presents a proposal for the establishment of a career resource center in order to properly utilize and disseminate career information to students in Grades 6-9 in selected Pennsylvania schools. The career resource center will be involved with the following activities: (1) collection, synthesis, and placement of career information resources available from commercial and other sources; and (2) institution of an organized system for the dissemination of career information to students. The individual responsible for the organization, administration, and implementation of these services will be the career resource specialist who is a paraprofessional employed and trained by the local district. The career resource specialist will work cooperatively with the professional guidance staff in the school. Other staff members include the counselor and supporting staff (community volunteers and students). The paraprofessional will also be responsible for collecting data for the evaluation of project objectives. Necessary information for the planning of the career resource center includes suggestions for the budget and costs and amount of particular equipment and materials. A bibliography is included. (Author/EC)

Descriptors: *Career Education/ Educational Programs/ *Elementary Secondary Education/ Information Dissemination/ Paraprofessional Personnel/ Program Descriptions/ *Program Planning/ *Program Proposals/ *Resource Centers

ED118888 95 CE006447

Educator's Handbook for Secondary Career Guidance Programs: New Hampshire Guidelines.

Gustafson, Richard A.; And Others

New Hampshire Research Coordinating Unit for Vocational-Technical Education, Concord.

75 288p.

Sponsoring Agency: Office of Education (DHEW), Washington, D.C.

Available from: Dr. Richard A. Gustafson, Keene State College, Keene, New Hampshire 03431 ($10.00)

EDRS Price MF-$0.83 HC-$15.39 Plus Postage

The handbook is designed to aid the educator-counselor in formulating and implementing a workable secondary school career guidance program. A brief introduction presents definitions, the philosphy of career development on which the program is based, and a glossary of terms. Information is organized into 10 sections. Needs assessment, the first section, explains the planning cycle, describes activities in the process, and contains a pool of items for constructing a needs assessment questionnaire. The second section, program organization and management, addresses the sequence of activities needed in organizing a career guidance effort. An extensive collection of student learning activities and other materials for use by teachers and counselors are contained in the third section. The tested activities were developed around the three major components of the New Hampshire conceptual model of career education: attitudes and values, decision making, and world of work. The remaining seven sections of the handbook detail the processes involved in incorporating career information resource centers, community resources, counseling services, placement services, program evaluation, and follow-up services into the program. Planning steps and models, sample materials, and reference lists and sources are included throughout these sections. (Author/MS)

Descriptors: Career Choice/ *Career Education/ Career Planning/ Community Resources/ Counseling Services/ Followup Studies/ *Guidance Programs/ Guidelines/ Instructional Materials/ Job Placement/ Learning Activities/ Models/ Needs Assessment/ *Occupational Guidance/ *Program Content/ Program Evaluation/ *Program Planning/ Resource Centers/ Secondary Education/ Vocational Development

Identifiers: *Career Guidance

DIALOG File1: ERIC 66-MAY78 (Item 78 of 117) User1210 17may78

ED118878 CE006434
Special Needs Programming in Iowa: Vocational Education for the Disadvantaged and Handicapped, 1972-1974.
Iowa State Dept. of Public Instruction, Des Moines. Special Needs Section.
74 217p.
EDRS Price MF-$0.83 HC-$11.37 Plus Postage
The publication is a summary of the Federally sponsored programs for disadvantaged and handicapped persons that have been administered by the Special Needs Section of the Iowa State Department of Public Instruction during fiscal years 1972, 1973, and 1974. It is the responsibility of the Special Needs Section to plan, implement, and evaluate career education programs and services for secondary and postsecondary age disadvantaged and handicapped persons on a statewide basis. General observations and recommendations are outlined regarding distribution of programs, population trends, secondary/postsecondary programing, staff provisions, media centers, inservice activity, and financing of special needs programs. The bulk of the document consists of 75 secondary level, 80 postsecondary level, and nine media center project descriptions categorized under 16 State geographical areas. A summary for each project provides program objectives, project characgeristics, funding information, length of project, number enrolled, and a contact person. Secondary school projects provide work experiences, support services, and preparatory programs and are predominantly administered by schools located in towns exceeding 5,000 population. At the postsecondary level, support services and vocational preparatory/exploratory activities are provided mainly through programs located on community college campuses. Appendixes contain classification charts of the population served and funding information. (EA)
Descriptors: *Career Education/ Career Exploration/ *Disadvantaged Groups/ *Handicapped/ Instructional Materials Centers/ Post Secondary Education/ Program Descriptions/ Projects/ Secondary Education/ *State Programs/ Tables (Data)/ Vocational Development/ *Vocational Education/ Work Experience Programs
Identifiers: *Iowa

ED118063 52 IR002963
Annual Program, Library Services and Construction Act, 1975-1976; With FY 75 Supplement.
South Carolina State Library, Columbia.
76 158p.
Sponsoring Agency: Bureau of Libraries and Educational Technology (DHEW/OE), Washington, D.C.
EDRS Price MF-$0.83 HC-$8.69 Plus Postage
The annual program for administration of Library Services and Construction Act (LSCA) funds in South Carolina is presented in four parts: the annual program for 1976, a supplement to the 1975 program, a supplement to the 1976 program, and ammendments to the basic state plan. Library service programs outlined for 1976 include general administration of LSCA funds, library public relations, operation of the state library, strengthening the state library agency, field services, service to the disadvantaged, periodical services, institutional libraries, service to the blind and physically handicapped, and service to persons of limited English-speaking ability. Career education workshops, public library development, book collection improvement, a film program, and improvement of metropolitan libraries as resource and reference centers appear in the 1975 program supplement. Descriptions of interlibrary cooperation projects cover a communications network for interlibrary loans, intercommunication among libraries, area reference resource centers, an interlibrary loan network, training for interlibrary cooperation, and participation in the Southeastern Library Network (SOLINET). Letters, documents, and lists of personnel and participating agencies are included. (LS)
Descriptors: Annual Reports/ Career Education/ Federal Aid/ Film Libraries/ Handicapped/ Institution Libraries/ Interlibrary Loans/ Library Collections/ *Library Cooperation/ Library Networks/ Library Planning/ *Library Programs/ Library Reference Services/ *Library Services/ Periodicals/ Professional Training/ Public Libraries/ Resource Centers/ *State Libraries/ State Programs/ Statewide Planning
Identifiers: Library Services and Construction Act/ LSCA/ SOLINET/ *South Carolina/ Southeastern Library Network

DIALOG File1: ERIC 66-MAY78 (Item 80 of 117) User1210 17may78

ED116029 95 CE005944
The Oklahoma State Department of Vocational and Technical Education Curriculum Laboratory Grant. Research Project in Vocational Education. Final Report.
Tuttle, Francis T.
Oklahoma State Dept. of Vocational and Technical Education, Stillwater.
30 Jun 75 70p.
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
Bureau No.: V257024
Grant No.: OEG-0-72-4682(361)
EDRS Price MF-$0.76 HC-$3.32 Plus Postage
The goals of the project were to strengthen the curriculum management capabilities of the Oklahoma Curriculum and Instructional Materials Center (CIMC); to expand its efforts toward curriculum management in career education through coordination of efforts in development, dissemination, and diffusion; and to maximize resources for curriculum management through coordination of efforts in development, disemination, and diffusion. The CIMC conducted several activities to meet these objectives: together with the Research Coordinating Unit, 34 instructional units of curriculum materials were field-tested to determine if the objective-based instructional unit was an effective learning technique; it coordinated efforts with industry in curriculum development to carry out its career education activities; and the Ten-State Curriculum Network was formed as part of the National Network for Curriculum Coordination which focused on new developments in curriculum technology. Over two-thirds of the document contains favorable third-party evaluation of the project and related appendixes. The project's considered to be strong points were field-testing and revision of curriculum materials and workshop planning. The evaluation was conducted through team meetings; meetings with key CIMC and State personnel, instructional staff involved in piloting career education materials, and the project's advisory committee; and a project audit. (Author/EC)
Descriptors: Career Education/ *Curriculum Development/ *Curriculum Evaluation/ Educational Coordination/ Evaluation Methods/ Information Dissemination/ *Instructional Materials Centers/ Program Budgeting/ *Program Evaluation/ State Programs

ED115963 95 CE005858
Career Education for Persons in Rural Areas. Primary Focus on Adults 16 and Over. Interim Report.
North Central Technical Inst., Wausau, Wis.
15 Jun 75 331p.; For related document, see CE 005 859
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
Report No.: VT-102-358 Bureau No.: F5005VW; V361036
Grant No.: OEG-0-73-5292
EDRS Price MF-$0.76 HC-$17.13 Plus Postage
Covering the time period of July 1974 to June 1975, the interim report describes the activities of a project designed to provide career education to the adult population of a low income rural area in north-central Wisconsin. Special emphasis was focused on out-of-school persons in need of entry jobs or those needing job upgrading or retraining. Programs incorporating the concepts of self-awareness, career awareness, career development, and career exploration were developed. Activities were designed to provide career education information to the parents of high school age youth in the area. This included classes, small group sessions, counseling, career material displays, tours, and informational meetings. In addition, the materials resource center was expanded, and materials were disseminated on a loan basis. Inservice was conducted for all project personnel in the form of meetings, workshops, and classes. Publicity efforts, through newspapers, newsletters, radio, and television, increased the public awareness of career education. Appendixes make up two-thirds of the report and contain evaluation instruments, publicity samples, samole programs, a 51-page bibliography and resource guide, and other project-related materials. (Author/NJ)
Descriptors: *Adult Education/ Bibliographies/ *Career Education/ *Developmental Programs/ *Economically Disadvantaged/ Inservice Teacher Education/ Program Descriptions/ Resource Centers/ Resource Guides/ *Rural Areas/ Vocational Retraining
Identifiers: *Wisconsin

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DIALOG File1: ERIC 66-MAY78 (Item 82 of 117) User1210 17may78

ED115962 95 CE005857
Implementation of a Program and Delivery System for Comprehensive Career Education in a Rural Area. Interim Report.
Pendleton, J. Robert
Western Wisconsin Technical Inst., La Crosse.
20 Jun 75 366p.; Not available in hard copy due to marginal legibility of original document
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
Report No.: VT-102-357 Bureau No.: F5007VW; V361185
Grant No.: OEG-0-73-5297
EDRS Price MF-$0.76 Plus Postage. HC Not Available from EDRS.
Covering the period from July 1, 1974 through June 30, 1975, the interim progress report describes the second year of career and continuing adult education programs in a rural district serving more than 186,000 persons of all ages in western Wisconsin. During this period the project staff focused on developing programs and services to meet the needs of grades K-14 and of adult evening students. Use of the five resource centers, with testing programs and a broad scope of materials of all kinds, has increased. Staff inservice programs have expanded and articulation among various levels of education is continuing. Included in the document is the third party evaluation report by the Center for Vocational, Technical, and Adult Education at the University of Wisconsin-Stout. The evaluators concluded that the project was effective in extending job presentation and other educational opportunities, in establishing a career learning system, and in making area residents aware of change. Making up two-thirds of the document, the appendixes contain: inservice teacher education materials, surveys of parents and students, adult evening student surveys, teacher questionnaires, various publicity materials, sample instructional materials, and other project-related items. (MF)
Descriptors: *Adult Education/ *Career Education/ Community Involvement/ Continuous Learning/ *Delivery Systems/ *Developmental Programs/ Educational Programs/ Inservice Teacher Education/ Program Development/ Program Evaluation/ Questionnaires/ Resource Centers/ *Rural School Systems/ Surveys
Identifiers: Wisconsin

ED115921# 95 CE005815
Identification of Resources. The Administration of Career Education: Module 4.
Drier, Harry N., Jr., Ed.; Martinez, Nancy S., Ed.
Ohio State Univ., Columbus. Center for Vocational and Technical Education.
75 66p.; For related documents in the set, see CE 005 811-819; For other related documents, see CE 005 801-810
Sponsoring Agency: National Inst. of Education (DHEW), Washington, D.C.
Report No.: VT-102-283
Available from: Center for Vocational Education, Ohio State University, 1960 Kenny Road, Columbus, Ohio 43210 (Order No. 5051V, $5.00 ea.; Complete set of eight, Order No. 505, $25.00 per set)
Document Not Available from EDRS
The module is one of a series of eight developed to provide inservice training for administrators of career education programs. It focuses the attention of the administrator on the various resources of the informational services (occupational, educational, and personal-social) which are available for use in career education resource centers and the integration of career education materials into the regular classroom curriculum. The lesson topics include: using resources to facilitate student awareness; classifying and disseminating career information; assessing human and nonhuman resources; and sources of occupational, educational, and personal-social materials. Task sheets and handouts to accompany the lessons are included, along with a list of supplementary readings. (Author/NJ)
Descriptors: *Administrator Education/ *Career Education/ Community Resources/ Educational Administration/ *Educational Resources/ Human Resources/ Information Dissemination/ Information Services/ *Information Sources/ *Inservice Education/ Instructional Materials/ Leaders Guides/ Learning Activities/ Occupational Information/ Program Development/ Resource Centers

DIALOG File1: ERIC 66-MAY78 (Item 84 of 117) User1210 17may78

ED114587 CE005448
New Jersey Curriculum Management Center: Curriculum Dissemination Services.
Law, Gordon F., Jr.
Rutgers, The State Univ., New Brunswick, N.J. Curriculum Lab.
46p.
Sponsoring Agency: New Jersey State Dept. of Education, Trenton. Div. of Vocational Education.
EDRS Price MF-$0.76 HC-$1.95 Plus Postage
A description of the curriculum dissemination system of the New Jersey Curriculum Management Center (NJCMC) is provided for the use of educators needing these services and for other states who wish to establish similar curriculum dissemination systems. As a curriculum management center in the National Network for Curriculum Coordination in Vocational-Technical Education, the NJCMC is responsible for curriculum dissemination to the states of northeastern United States. The services they offer and procedures for acquiring these services are described. These include the distribution and sales of Vocational-Technical Curriculum Laboratory publications, microfiche duplication and reproduction of curriculum documents, conduction of workshops on curriculum resources and Curriculum Microfiche Collection services, newsletters, and the operation of booths and exhibits at conferences. Materials are obtained from ERIC, the other five CMC's of the national network, states of the northeastern network, curriculum development projects in New Jersey, and career education projects across the nation. A 25-page appendix includes a reference materials index, vocational subject index, academic subject index, and occupational cluster index. The indexes are keyed to the concluding 15-page bibliography which presents the career-related Curriculum Microfiche Collection titles, organized alphabetically by state. (Author/EC)
Descriptors: *Bibliographies/ *Career Education/ Curriculum Development/ Curriculum Study Centers/ *Delivery Systems/ Educational Resources/ Information Centers/ *Information Dissemination/ Information Services/ Instructional Materials/ *Instructional Materials Centers/ Library Collections/ Microfiche/ Vocational Education
Identifiers: CMC/ Curriculum Management Center/ *New Jersey

ED114509 95 CE005221
Career Education: Final Report of the K-14 Project in Career Education.
Bridgeport Public Schools, Conn.
Sep 74 28p.; For related documents, see CE 005 218-220
Sponsoring Agency: Bureau of Adult, Vocational, and Technical Education (DHEW/OE), Washington, D.C.
Report No.: VT-102-154 Bureau No.: 0-361-0061
Grant No.: OEG-0-71-0679(361)
EDRS Price MF-$0.76 HC-$1.95 Plus Postage
The final report of the Bridgeport Career Education Project covers the period from August 1, 1971 to August 31, 1974. The project has as its major goal the development of a comprehensive career education and development program beginning at the elementary level and continuing through high school. The initial phase of the project centered on informing principals, counselors, and teachers of participating schools about the overall project objectives. This effort was accomplished by a workshop designed for this purpose. Another workshop was conducted for developing curriculum guidelines and presenting information related to sources of occupational information for teacher use. The development and implementation of a career education materials center followed. Inservice training sessions were conducted on the effective use of the occupational materials. Efforts to involve the community as a whole in the career education program were also undertaken. The major conclusion of the report is that the support for career education concepts in Bridgeport has been very favorable. (VA)
Descriptors: Career Awareness/ *Career Education/ City Wide Programs/ *Curriculum Development/ *Developmental Programs/ *Elementary Secondary Education/ Inservice Teacher Education/ Instructional Materials Centers/ Occupational Guidance/ Pilot Projects/ *Program Descriptions
Identifiers: Connecticut (Bridgeport)

DIALOG File1: ERIC 66-MAY78 (Item 86 of 117) User1210 17may78

ED113630 CG010132
Career Resource Center at Nassau BOCES Southwest Area Center VEA Project No. CO-74-8e-867.
Brusasco, Marjori
Nassau County Board of Cooperative Educational Services, Jericho, N.Y.
30 Jun 75 24p.; For related documents, see CG 010 129-131
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
EDRS Price MF-$0.76 HC-$1.58 Plus Postage
During 1973-74 school year, the Nassau N.Y. Board of Cooperative Educational Services experimented with a Career Resource Center at one area neighborhood center. In 10 months this Career Resource Center served 3, 132 students and 387 professional staff, and developed and experimented with four model programs in career counseling and guidance. The central project objective was to integrate the Career Resource Center concept into everyday pupil personnel services at one area center. Other objectives were: (1) to utilize a combination of group orientation, group counseling, aptitude testing and multimedia approaches to career education; (2) to demonstrate effective career counseling techniques to school staffs; and (3) to provide service to junior and senior high students including disadvantaged, handicapped and potential dropouts. Model programs described include counseling, career exploration, employability training, and decision making skills. Audio-visual, career guidance, and psychological test materials were available at this center for use by students and counselors. (GMF)
Descriptors: Audiovisual Aids/ *Career Education/ *Counseling/ *Decision Making/ *Motivation/ Neighborhood Centers/ Program Descriptions/ Psychological Testing/ *Resource Centers/ Secondary Education
Identifiers: *Career Resource Center

ED113442 CE004905
A Study of Career Centers in the State of California: Final Report.
Ellis, Stephen H.; And Others
Grossmont Union High School District, Calif.
30 Jun 75 191p.
Sponsoring Agency: California State Dept. of Education, Sacramento. Research Coordinating Unit.
EDRS Price MF-$0.76 HC-$9.51 Plus Postage
California Career Centers are inschool information centers offering a variety of information and guidance which can be used efficiently and constructively by career guidance personnel as an educational tool to facilitate the career development of students. This study represents an effort to assist guidance personnel to implement, maintain, and improve career centers. Data was collected from a questionnaire given to career centers and students in participating schools. Each of the essential parts of an operational career center are discussed at length: (1) staff (career counselor, work experience coordinator, and paraprofessional), considered in relation to their background and training, job description and allocation of time, and student utilization of their services; (2) printed and audiovisual sources of career information; (3) career center programs and activities; (4) the effectiveness of career centers on students; (5) financial aspects of operating career centers; and (6) evaluation. Detailed suggestions are offered on ways to implement, maintain, and improve a center. Each chapter includes recommendations and references designed to furnish practical guidelines for career education personnel, and the document concludes with a general summary of recommendations. A list of participating schools and the instrument used in the study are appended. (Author/EC)
Descriptors: *Career Education/ *Career Planning/ Costs/ Facility Planning/ Facility Utilization Research, Guidance Centers/ Guidance Personnel/ Guidance Programs/ *Occupational Guidance/ Post Secondary Education/ Program Planning/ *Resource Centers/ Secondary Education/ *Vocational Counseling / Vocational Development
Identifiers: California/ *Career Centers/ Career Guidance

ED112213 CE005238
Career Resource Center: A Handbook for Implementation. Publication No. 0002.
Sullivan, Robert E.
Rutgers, The State Univ., New Brunswick, N.J. Curriculum Lab.
Jun 75 96p.; Appendix Q will not reproduce in microfiche
Sponsoring Agency: New Jersey State Dept. of Education, Trenton. Div. of Vocational Education.
Report No.: VT-102-000
Available from: New Jersey Vocational-Technical Curriculum Lab., Building 4103, Kilmer Campus, Rutgers University, New Brunswick, New Jersey 08903 ($1.50 plus postage)
EDRS Price MF-$0.76 HC-$4.43 Plus Postage
The handbook is designed to help educators who are considering the establishment of a career resource center. Based primarily on the writer's experience, the document is intended to provide practical assistance in the organization of a high school career resource center. The document is organized around the eight chapter headings of determination of role, physical facilities, staff, public relations, collection of information, delivery system, evaluation, and job placement. The appendixes make up half of the document and include material used in implementing career resource centers in New Jersey: career center floor plans, correspondence, forms, careers related to subject areas, an explanatory flyer for students, and evaluation instruments. (LJ)
Descriptors: *Career Education/ Delivery Systems/ Facility Guidelines/ *Facility Planning/ High Schools/ *Information Sources/ *Resource Centers/ Secondary Education
Identifiers: *Career Information Centers/ New Jersey

DIALOG File1: ERIC 66-MAY78 (Item 89 of 117) User1210 17may78

ED112164 CE004982
Indiana Career Resource Center: Annual Report: 1974-75.
Indiana Univ., South Bend. Indiana Career Resource Center.
75 207p.; Portions of Appendix N may not be completely legible in microfiche; Not available in hard copy due to paper color of original document
EDRS Price MF-$0.76 Plus Postage. HC Not Available from EDRS.
The report presents an account of the activities and progress of the Indiana Career Resource Center in its sixth year as a source of ideas and programs for educators developing their own career education programs. It documents the services offered: (1) inservice and preservice training of classroom teachers, student teachers, counselors, administrators, and school board and community members in the concepts and involvement of a career education program; (2) editing and producing media to assist educators, including a career education specialty training directory; (3) developing contacts in the local community and becoming involved with local projects as a means of piloting ideas that could be duplicated in other settings (women's career center, career guidance institute, life planning, conference telephone use in career education) and career development workshops for the Comprehensive Employment and Training Act (CETA). An evaluation and the implications of the effectiveness of these services are given. Four-fifths of the report consists of appended material: a list of consultations, occupational information class evaluation, public relations brochure, film descriptions, career digests, CETA workshop materials, material loan list, feedback form and comments, "People in Careers" evaluation form, conference telephone evaluation forms, career guidance institute questionnaire, letters, and newspaper clippings. (Author/EC)
Descriptors: *Annual Reports/ *Career Education/ Educational Development/ *Educational Programs/ Educational Resources/ Letters (Correspondence)/ Questionnaires/ *Resource Centers/ Resource Materials/ Teaching Techniques
Identifiers: Career Information Centers/ *Indiana

ED112127 CE004913
Model Career Resource Centers in Schools for the Systematic Purposeful Use of Career Information Supported by a State Information Preparation Agency. Final Report.
Mountan, Norma M.
North Hills School District, Pittsburgh, Pa.
30 Jun 73 24p.; Appendix D has been deleted because it is not reproducible in microfiche
Sponsoring Agency: Pennsylvania State Dept. of Education, Harrisburg. Bureau of Vocational, Technical, and Continuing Education.
EDRS Price MF-$0.76 HC-$1.58 Plus Postage
The system for delivering career development information to the school personnel and 3,500 students in grades 9-12 in the North Hills schools outside Pittsburgh is described. Objectives of the career resource center were to make available career information, assist in its utilization, and provide professional help to students in their career planning. An internal evaluation of the center is reported in which the regular guidance program and the resource center program are compared using a student survey and detailed records of resource center use. A listing of career resource center equipment and materials, North Hills High School's career development objectives, and its related course offerings are appended. (MU)
Descriptors: *Career Education/ Career Planning/ *Educational Resources/ *Information Systems/ Models/ *Resource Centers/ Secondary Education/ *Vocational Development
Identifiers: *Career Information Centers/ Pennsylvania (North Hills)

DIALOG File1: ERIC 66-MAY78 (Item 91 of 117) User1210 17may78

ED110829 95 CE004653
A Classification Scheme for Career Education Resource Materials.
Koontz, Ronald G.
Office of Career Education (DHEW/OE), Washington, D.C.
Jun 75 37p.
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
EDRS Price MF-$0.76 HC-$1.95 Plus Postage
The introductory section of the paper expresses its purpose: to devise a classification scheme for career education resource material, which will be used to develop the USOE Office of Career Education Resource Library and will be disseminated to interested State departments of education and local school districts to assist them in classifying their own career education resource materials. The second section of the paper describes the classification of career education resource material, revised after critiquing by 50 randomly selected career education practitioners. The third section describes the classification scheme, defines the nine cataloging terms used, and lists the 40 key descriptors utilized in the filing system. The classification headings are discussed to eliminate confusion of terms. The fourth section describes the use of the key descriptors and card catalog for the purpose of searching and retrieving needed material, and the storage problem is discussed. Section five explains how the index card is designed for conversion to computer card, and the main advantages of a computer system of retrieval are discussed. Brief descriptions of discipline and content areas, of special groups, and of types of materials are appended, as well as a sample index card. (Author/AJ)
Descriptors: *Career Education/ Cataloging/ *Classification/ *Educational Resources/ Filing/ Government Libraries/ Indexing / Information Centers/ Information Dissemination/ Information Processing/ Information Retrieval/ Information Services/ Information Sources/ Information Storage/ Library Facilities/ Library Planning/ *Resource Centers/ *Resource Materials/ Subject Index Terms
Identifiers: USOE Office of Career Education Resource Library

ED110803 CE004618
Model Career Resource Center: Final Report.
Cameron, Donald L.; Lutz, Barrett
State College Area School District, Pa.
Jun 73 20p.; Best copy available; Project No. 50003
Sponsoring Agency: Pennsylvania State Dept. of Education, Harrisburg. Bureau of Vocational, Technical, and Continuing Education.
EDRS Price MF-$0.76 HC-$1.58 Plus Postage
To deliver career guidance services to the secondary school students of the State College Area High School, a career resource center was established and a career counselor provided for the school. Six general areas of activity are described: (1) a library of resource materials, (2) an attractive and appropriate space for counseling or for meetings, (3) human resources from outside the school, (4) community programs, (5) an integrated curriculum of regular subject matter with career information, and (6) faculty expertise in selecting and using appropriate materials. An evaluation of the services is made through student surveys and plans are made for continuing the center. Instruments, materials, and a floor plan of the facility are appended. (MU)
Descriptors: Career Planning/ *Educational Resources/ Guidance Functions/ Guidance Services/ *Information Systems/ *Resource Centers/ Secondary Education/ *Vocational Development
Identifiers: Pennsylvania (State College)/ *State College Area School District

ED110800 95 CE004615
Abstracts of Curriculum Studies Within Project VIGOR.
David Douglas Public Schools, Portland, Oreg.
65p.; For related document, see CE 004 616
Sponsoring Agency: Bureau of Adult, Vocational, and Technical Education (DHEW/OE), Washington, D.C.
EDRS Price MF-$0.76 HC-$3.32 Plus Postage
The document is comprised of teacher developed career education curriculum materials for Oregon's exemplary program, Project VIGOR. The document presents a brief overview of the project's goals, provides sample units for typical learning activities, presents an inservice model for elementary teachers and a junior high school career education project. Sample units focus on: work in the woods (primary), the individualized field trip (primary), examples of elementary level activities, career education study units for intermediate grades (careers in business, communications, building trades, art, home economics and related careers, careers in fishing, farming, and forestry), and a careers in science unit. Also presented are an exploration program for grades 7-8 and the course outline of the food service course for grades 11-12. A seven-page section presents an inservice model on career awareness for elementary teachers and an inservice project on music and career awareness. A detailed step-by-step report of the development of a resource center at Gilbert Middle School discusses the program's philosophy and seventh and eighth grade objectives, and presents general recommendations regarding resource center development. (BP)
Descriptors: Career Awareness/ *Career Education/ Career Exploration/ Developmental Programs/ Elementary Education/ *Elementary Secondary Education/ *Inservice Teacher Education/ Junior High Schools/ *Learning Activities/ Primary Education/ *Resource Centers/ Resource Materials/ Secondary Education/ Teacher Developed Materials/ Units of Study (Subject Fields)/ Vocational Development
Identifiers: Project VIGOR

DIALOG File1: ERIC 66-MAY78 (Item 94 of 117) User1210 17may78

ED110663 CE004452
CERL Project (Career Education Resource Laboratory Project) Final Report. Phase II.
Sanders, Carol; And Others
Eastern Illinois Univ., Charleston. Center for Educational Studies.
May 75 59p.; For the Phase 1 final report, see ED 101 077
Sponsoring Agency: Illinois Research and Development Coordinating Unit, Springfield.
EDRS Price MF-$0.76 HC-$3.32 Plus Postage
The purpose of Career Education Resource Laboratory (CERL) at Eastern Illinois University is to provide services to the 125 schools in the area and to the Division of Vocational and Technical Education at the University. During Phase 2 of the project the laboratory has presented 20 in-service workshops for area school districts; conducted indoctrination and consultation sessions; developed a directory of resources and services offered by industry, parents, and teachers in a 10-county area of east-central Illinois; distributed a free monthly newsletter; demonstrated the Computerized Vocational Information System; and previewed and evaluated commercial educational materials. Each of these accomplishments is described. More than half of the booklet is made up of appendixes which reproduce workshop handouts, CERL materials, correspondence, and publicity. (PR)
Descriptors: *Career Education/ Community Resources/ Inservice Teacher Education/ *Resource Centers/ Teacher Workshops

ED109590 95 CG400131
The Career Resource Center.
Meerbach, John
ERIC Clearinghouse on Counseling and Personnel Services, Ann Arbor, Mich.
75 146p.
Sponsoring Agency: National Inst. of Education (DHEW), Washington, D.C.
Contract No.: NIE-C-400-75-0017
EDRS Price MF-$0.76 PLUS POSTAGE. HC Not Available from EDRS.
The primary purpose of this monograph is to describe how to develop and implement a career resource center, from conception to evaluation. Six brief vignettes are presented which focus on bringing career education into different types of schools. The purpose, goals, and functions of the career resource center are identified and related to the career development needs of students at different educational levels. The organization of an advisory committee, location and physical development of a center, materials and equipment, and an evaluation table by Career Resource Center Directors of equipment and materials are presented as practical considerations. Staffing and specific staff member responsibilities are outlined. The appendixes include Career Center Evaluation Forms for teachers and students, various floor plans for a career center, and an equipment and price list. (JS)
Descriptors: *Career Planning/ *Facilities/ Information Centers/ *Occupational Information/ Program Descriptions/ *Program Development/ *Resource Centers/ Secondary Education/ Staff Role/ Vocational Development

ED109313 95 CE004082
Models for Career Education in Iowa; Information Centers in Career Education.
Brooks, Clair E.
Iowa State Dept. of Public Instruction, Des Moines. Div. of Career Education.; Iowa State Univ. of Science and Technology, Ames. Dept. of Agricultural Education.
73 34p.; For related documents, see CE 004 077-085
Sponsoring Agency: Office of Education (DHEW), Washington, D.C.
EDRS Price MF-$0.76 HC-$1.95 PLUS POSTAGE
The career information centers described in the publication were developed for schools participating in the Iowa exemplary project. It is the purpose of the document to suggest solutions to three basic questions: (1) How will prospective materials be identified and obtained? (2) How can available materials best be displayed in order to maximize usage? and (3) What is the nature of the involvement of counselors, administrators, teachers, and students so that the career information center functions optimally? To achieve solutions the document looks in detail at three career information centers: at Sheldon Community School, Humboldt Community School, and Shenandoah Senior High School. Explained in detail are such aspects of the centers as the cost, space, functions, staffing, the major components of a career information center, and program guidelines. The final one-third of the document contains current mailing addresses of over 200 organizations from which free career information materials can be obtained, a list of postsecondary programs in Iowa area community colleges and vocational schools, and ERIC system materials that are available. (BP)
Descriptors: *Career Education/ Community Information Services/ Community Schools/ Costs/ Demonstration Projects/ Guidelines/ *Information Centers/ Information Needs/ Instructional Staff/ Library Material Selection/ *Library Planning/ *Media Selection/ Resource Centers/ *Resource Materials/ Space Utilization
Identifiers: Career Information Centers/ Iowa

DIALOG File1: ERIC 66-MAY78 (Item 97 of 117) User1210 17may78

ED107774 CE003849
Career Education Resource Center.
Boeyink, Joann; Welch, William
White Bear Lake Independent School District 624, Minn.
73 13p.; For related documents, see CE 003 833-48
EDRS Price MF-$0.76 HC-$1.58 PLUS POSTAGE
Developed as part of an exemplary career education program for junior high school students, the guide describes a career guidance resource center designed to bring together all of a particular school's career guidance materials into one location where occupational, vocational, and educational information is readily available for individual student use during a designated time of each day. The guide contains: a list of the center's objectives, a sample floor plan for the center, brief suggestions regarding personnel involved in planning the center, services available, student referral, procedures to be used in establishing the center, some projections for the future, and a job description of the resource center clerk. A three-page bibliography lists filmstrips, and television and cassette tapes. (JR)
Descriptors: *Career Education/ Facility Planning/ *Guidance Facilities/ *Information Centers/ Information Sources/ Junior High Schools/ Occupational Guidance/ *Resource Centers/ Teacher Developed Materials
Identifiers: Minnesota/ White Bear Lake

ED107758 CE003833
Development of Career Education Center for the Junior High Student.
Poppe, Jerri; Schultz, Dan
White Bear Lake Independent School District 624, Minn.
73 36p.; For related documents, see CE 003 834-49
EDRS Price MF-$0.76 HC-$1.95 PLUS POSTAGE
The guide describes an exemplary project which consisted of establishing and organizing a career education center as part of an existing junior high school media center complex. It provides guidelines to students for obtaining information from the media center regarding self-awareness, job opportunities, and job titles, specific careers, colleges, and private and vocational schools. Other materials covered by the guide include: a self-analysis summary; student career interest survey; tips on job hunting; and a career development self-test. A six-page audiovisual bibliography and a six-page book bibliography are included. (JR)
Descriptors: Bibliographies/ *Career Awareness/ *Career Education/ *Demonstration Projects/ *Information Centers/ Information Sources/ Instructional Materials Centers/ Instructional Media/ Interest Tests/ Junior High Schools/ Resource Centers/ *Resource Materials/ Self Concept Tests/ Vocational Development
Identifiers: Job Search/ Minnesota/ White Bear Lake

ED106548 CE003718
Career Education Materials Catalog: Grades 7-12.
Payne, Louise
Powell Public Schools, Wyo.
74 50p.; For related volumes see CE 003 714-7
Sponsoring Agency: Wyoming State Dept. of Education, Cheyenne.
EDRS Price MF-$0.76 HC-$1.95 PLUS POSTAGE
The catalog is organized to provide information (classification and location) of media and resources for teachers and students in the junior and senior high schools. Directed specifically to teachers in Powell, Wyoming, the materials checklist covers the areas of: (1) professions; (2) education; (3) science; (4) medical; (5) service; (6) communications; (7) transportation; (8) skilled and manual occupations; (9) business and office; (10) sales and service; (11) agriculture; (12) getting and keeping a job; (13) career awareness; (14) cooperative education; and (15) career education programs. (JB)
Descriptors: Audiovisual Aids/ Books/ *Career Education/ *Catalogs/ High Schools/ Information Sources/ Instructional Materials/ Instructional Materials Centers/ Instructional Media/ Junior High Schools/ *Library Collections/ *Occupational Information/ Pamphlets/ *Resource Guides/ Secondary Education
Identifiers: Powell (Wyoming)

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ED103582 CE003136
Guidelines for Establishing Career Resource Centers.
Dittenhafer, Clarence A.; Lewis, James P.
Pennsylvania Research Coordinating Unit for Vocational Education, Harrisburg.
Dec 73 60p.; One page of photographs removed because they will not reproduce in microfiche
EDRS Price MF-$0.76 HC-$3.32 PLUS POSTAGE
Experience with five pilot career resource centers (CRC) in Pennsylvania has provided the basis for these general guidelines for the successful installation and operation of a CRC. The purpose of a CRC (to provide career information to students, faculty, parents, and the community) is reflected in its objectives, which must reflect the concerns of its particular clientele. General objectives are outlined and the terms career development, career information, and career counseling are defined. General procedures, to be adapted to local needs, include surveying the clientele, collecting informational resources, establishing an advisory committee, integrating career information into the instructional program, and publicity. Administrative concerns include investigating funding, planning for and hiring personnel, including volunteers, planning facilities, and obtaining materials and equipment. An evaluation plan must be developed to determine the effectiveness of the CRC. Appended materials include a use inventory; lists of recommended standard reference works, sources of occupational information, audio-visual resources, and equipment (including vendor and description); a career unit outline; promotional materials from four CRC's; a budget outline; suggested room layouts for a CRC; an address list of materials and equipment suppliers; and several questionnaires, inventories and rating forms. (SA)
Descriptors: Administration/ *Career Education/ *Facility Planning/ *Guidelines/ *Resource Centers/ Resource Materials

ED101263 95 CG009555
Paraprofessionals in Occupational Resource Centers.
Leland, Arthur L.; And Others
Massachusetts State Dept. of Education, Boston.
Jul 74 101p.
Sponsoring Agency: Bureau of Elementary and Secondary Education (DHEW/OE), Washington, D.C.
Available from: Keynotes, Division of Curriculum and Instruction, Massachusetts State Department of Education, 182 Tremont Street, Boston, Massachusetts 02111
EDRS Price MF-$0.76 HC-$5.70 PLUS POSTAGE
This report is intended to serve as a basic information source for those who seek to establish an Occupational Resource Center, are seeking information concerning paraprofessional training programs, or simply wish to expand their awareness of the programs and materials available in the career education field. This report is intended as a guideline for interested individuals, through a description of one training program which has proved successful and through a description and directory of occupational resource centers which serve as models for institutions implementing their own occupational resource center programs. (Author)
Descriptors: *Career Education/ Educational Programs/ Elementary Secondary Education/ Guidelines/ *Information Dissemination/ *Nonprofessional Personnel/ *Occupational Information/ *Resource Centers/ Resources
Identifiers: *Elementary Secondary Education Act Title III/ ESEA Title III

ED101077 95 CE002811
Career Education Resource Laboratory. Final Report.
Eastern Illinois Univ., Charleston. Center for Educational Studies.
Jun 74 54p.
Sponsoring Agency: Bureau of Adult, Vocational, and Technical Education (DHEW/OE), Washington, D.C.; Illinois Research and Development Coordinating Unit, Springfield.
EDRS Price MF-$0.76 HC-$3.32 PLUS POSTAGE
School administrators, teachers, parents, and students in schools belonging to the Eastern Illinois School Development Council were surveyed to determine the need for a career education resource laboratory as a vehicle for coordinating an area career education program, K-12. The opening summary briefly describes the objectives of the project, the procedures followed, and the primary conclusion, based on an average 81 percent positive response from the various groups out of a 64.6 percent return that a need and desire exist for such a center. Described in more detail in the body of the report are: the problem area toward which the project was directed (a system for preparation and distribution of relevant career information); the five goals of the project; the general project design and procedures; and conclusions, implications, and recommendations. A seven-item bibliography concludes the report. More than half of the document consists of appendixes devoted to a survey overview and separate summaries of the survey's five areas: business and industry, fourth and eighth grade students, eleventh grade students, school staff, and parents. Data on responses to the surveys are tabulated and their implications discussed. The questionnaires are also included, with samples of covering letters. (NH)
Descriptors: *Career Education/ *Community Surveys/ Data Collection/ *Educational Coordination/ Elementary Education/ Junior High Schools/ Resource Centers/ *School Surveys/ Secondary Education/ Tables (Data)
Identifiers: Eastern Illinois School Development Council/ *Illinois

DIALOG File1: ERIC 66-MAY78 (Item 103 of 117) User1210 17may78

ED098947 IR001326
Advancing Education in the Merrimack Valley.
Merrimack Education Center, Chelmsford, Mass.
Nov 74 38p.
EDRS Price MF-$0.76 HC-$1.95 PLUS POSTAGE
Information about the programs, projects, and other activities of the Merrimack Educational Center (Massachusetts) are contained in this guide. The major projects described are the staff development of the Merrimack Valley's teachers, also the management development in the area, promoting individually guided education, providing needed information to client teachers and administrators, a development project for career and occupational education, and a dissemination project for training programs in special education. Additional information about the history, staffing, organization, and other activities of the Merrimack Educational Center is provided. (WH)
Descriptors: Administrative Personnel/ *Annual Reports/ Career Education/ *Information Centers/ Resource Centers/ Special Education/ Teachers/ Vocational Education
Identifiers: Massachusetts/ *Merrimack Educational Center

ED097470 CE002236
Indiana Career Resource Center; Annual Report: 1973-74.
Indiana Univ., South Bend. Indiana Career Resource Center.
149p.; For related document see ED 086 803
Sponsoring Agency: Indiana State Dept. of Public Instruction, Indianapolis. Div. of Vocational Education.
EDRS Price MF-$0.76 HC-$6.97 PLUS POSTAGE
The fifth annual report covers a variety of activities of the Indiana Career Resource Center, including goals of the center (related to inservice training), staff presentations, inservice and preservice training of teachers, and media editing and production. The center's involvement in career awareness for girls and women and staff support functions also are described. Appendixes contain an enumeration of staff activities, evaluation summaries of a career education workshop, copies of the "Career Digest" (the center's publication), multimedia developments, a list of institutions borrowing materials, and other materials related to the center's 1973-74 activities. (NH)
Descriptors: *Annual Reports/ Career Choice/ *Career Education/ *Inservice Education/ *Instructional Materials Centers/ Objectives/ Publications/ *Resource Centers/ Resource Materials/ Workshops
Identifiers: *Indiana Career Resource Center

ED089081 CE001136
Handbook for Implementation of Career Education in the Middle School.
Fort Worth Public Schools, Tex.
Aug 72 27p.; For related documents, see CE 001 134-5, CE 001 137-8
EDRS Price MF-$0.76 HC-$1.95 PLUS POSTAGE
The handbook helps orient teachers at the middle school level to the expected outcomes processes of a career education program. Topics covered are: career education objectives and concepts, classroom implementation, procedures for identifying and obtaining resource speakers, guidelines for use of community resource center, and evaluation procedures. (EA)
Descriptors: *Career Education/ Community Resources/ *Middle Schools/ Resource Centers/ *Teaching Guides
Identifiers: Career Awareness/ *Career Development/ Texas

ED089080 CE001135
Media Resources: Career Education.
Fort Worth Public Schools, Tex.
Aug 72 37p.; For related documents, see CE 001 134, CE 001 136-8
EDRS Price MF-$0.76 HC-$1.95 PLUS POSTAGE
The purpose of the media resources handbook is the identification and description of diversified instructional aids in the area of career education that are available to teachers through the career resource center at Fort Worth, Texas. Many of the resources are to be used directly in the occupations class in the middle school; however, the resources can be of assistance to teachers in lesson planning and individualizing instruction through student referrals to the career resource center. An annotated listing of over a hundred filmstrips and accompanying cassetts is included as well as listings of kits of occupational briefs, career games, compulearn system (electronic Programed learning), career folios, slides, books, and pamphlets. (EA)
Descriptors: Audiovisual Aids/ *Career Education/ Instructional Materials Centers/ *Occupations/ Programed Materials/ Resource Centers/ *Resource Guides
Identifiers: *Career Awareness/ Career Development/ Texas

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ED086803 CE000816
Indiana Career Resource Center. Annual Report. July 1, 1972-June 30, 1973.
Indiana Univ., South Bend. Indiana Career Resource Center.
Jul 73 45p.
Sponsoring Agency: Indiana State Dept. of Public Instruction, Indianapolis. Div. of Vocational Education.
EDRS Price MF-$0.76 HC-$1.95 PLUS POSTAGE
A historical overview is given in the fourth annual report of the Indiana Career Resource Center. The Center has been involved in a variety of activities throughout the State, covering school activities, consultation programs; loaning of instructional materials, school workshops; interaction within the community, and publications and productions. These activities are listed, with dates and other details. The appendix contains an evaluation of a group procedures workshop for public school educators. (DS)
Descriptors: *Annual Reports/ *Career Education/ Community Involvement/ Consultation Programs/ Instructional Materials/ Publications/ *Resource Centers/ School Activities/ Workshops
Identifiers: *Indiana Career Resource Center

ED078215 VT020442
Exemplary Vocational Education Program Based on Environmental Studies, K-14. Final FY2 Evaluation Report (Interim Project Report).
Educational Management Services, Inc., Minneapolis, Minn.
20 Jun 73 93p.
Sponsoring Agency: Bureau of Adult, Vocational, and Technical Education (DHEW/OE), Washington, D.C.
Grant No.: OEG-0-71-2336(361)
EDRS Price MF-$0.76 HC-$4.43 PLUS POSTAGE
This document presents the evaluation plan and the evaluation activities and findings for the project described in VT 020 441 available in this issue. This project was designed to be an exemplary project using an environmental focus to establish career education in a Minnesota school district. Evaluation activities are divided into the components of management, in-service, and program. Under each component a number of evaluation activities are discussed. For the most part, evaluation consisted of documenting that the program was operational and that the staff was implementing proposal project strategies. Based upon meetings with the project staff, site visits at the project schools, and review of the quarterly reports the evaluation team concluded that the project was well managed and that staff were generally familiar with and committed to project goals. It was found that, in practice, career education and environmental education were taught as separate entities. Teachers rated their experiential activities (e.g., shop experience) highly. Some changes in student attitudes toward occupations were documented by pre-post attitudinal inventories. Specific findings and recommendations are detailed in narrative and tabular form. (MF)
Descriptors: *Career Education/ Comparative Analysis/ *Developmental Programs/ Dropout Programs/ Educational Coordination/ Environmental Education/ Inservice Teacher Education/ *Measurement Instruments/ Program Attitudes/ *Program Evaluation/ Resource Centers/ *Vocational Education
Identifiers: *Minnesota

ED078214 VT020441
Exemplary Vocational Education Program Based on Environmental Studies K-14. Interim Report for the Period June 1, 1972 to May 31, 1973.
Minnesota Environmental Sciences Foundation, Inc., Minneapolis.
May 73 141p.
Sponsoring Agency: Bureau of Adult, Vocational, and Technical Education (DHEW/OE), Washington, D.C.
Grant No.: OEG-0-71-2396(361)
EDRS Price MF-$0.76 HC-$6.97 PLUS POSTAGE
The goals of the project described in this interim report were to: (1) develop a systematic manner for delivery of career education relative to environmental education, (2) develop a system to assist high school dropouts and other out-of-school youth in making career decisions, and (3) demonstrate the career education concept to other schools by this system. Procedures followed to implement these goals are detailed for the elementary, junior high, and senior high schools and for the Community Career Center for school dropouts and other out-of-school persons. Accomplishments included in-service programs for teachers, special vocational programs for the secondary grades, and the operation of a drop-in center for dropouts to offer information on educational and occupational planning. Conclusions and recommendations indicated that career education must coordinate with the existing curriculum and that teachers must have participation responsibilities in the development of the program. The evaluation report for this project is available as VT 020 442 in this issue. (MF)
Descriptors: Activity Units/ *Career Education/ *Career Planning/ Curriculum Development/ *Developmental Programs/ Dropout Programs/ Educational Coordination/ Environmental Education/ Inservice Teacher Education/ Job Placement/ Occupational Guidance/ *Resource Centers/ *Vocational Education
Identifiers: *Minnesota

DIALOG File1: ERIC 66-MAY78 (Item 110 of 117) User1210 17may78

ED074239 VT019505
Guidelines for the Establishment of Career Information Centers.
Alameda County School Dept., Hayward, Calif.
72 62p.
EDRS Price MF-$0.76 HC-$3.32 PLUS POSTAGE
These guidelines contain suggestions for the planning and development of a career information center, specifically relating to staffing, budgeting, resource utilization, ordering supplies and equipment, and evaluation procedures. Several photographs illustrate the text, which was developed by a task force of vocational counselors and coordinators at the high school level. Extensive resource materials, focusing on career education and manpower development, are appended. This document is 3-hole punched for easy insertion or removal of pages. (AG)
Descriptors: Advisory Committees/ Budgeting/ *Career Education/ Educational Facilities/ *Educational Planning/ Evaluation Methods/ *Guidelines/ *Information Centers/ *Occupational Guidance/ Personnel Needs/ Photographs/ Resource Materials/ Vocational Development
Identifiers: *Career Awareness

ED073239 VT018578
A Statewide Evaluation of Vital Information for Education and Work (VIEW).
Tadlock Associates, Los Altos, Calif.
May 72 129p.
Sponsoring Agency: California Coordinating Unit for Occupational Research and Development, Sacramento.; San Diego County Dept. of Education, Calif.
EDRS Price MF-$0.76 HC-$6.97 PLUS POSTAGE
This study is the first statewide effort in California to evaluate the effectiveness of Vital Information for Education and Work (VIEW), which are occupational awareness materials available at 10 designated VIEW centers in the state. To determine factors affecting the utilization of VIEW, to better use VIEW as a guidance tool, and to develop a model VIEW system based upon findings by an outside consultant, this evaluation focuses on these aspects of VIEW from its inception in 1965 in San Diego County: (1) VIEW's original system, (2) the number of schools and students served by VIEW, (3) statewide pattern of operations among VIEW centers, (4) patterns of use of VIEW in schools, and (5) educator and student attitudes towards VIEW. A summary of 41 findings forms a basis for these general conclusions and recommendations: (1) Although the need for a career information system such as VIEW is well established, the theoretical advantages of VIEW have been largely unrealized, (2) Statewide organization and planning are needed to coordinate and expand VIEW services at the secondary level, (3) Inservice training in the use of VIEW for teachers and counselors is needed, as well as parental involvement, and (4) Equipment failures must be remedied. Numerous tables present the data. (AG)
Descriptors: *Career Education/ Educational Needs/ Educational Objectives/ Failure Factors/ *Information Centers/ *Information Utilization/ Occupational Guidance/ *Occupational Information/ Program Effectiveness/ *Program Evaluation/ Program Improvement/ Resource Materials/ Student Attitudes/ Summative Evaluation/ Teacher Attitudes
Identifiers: California/ VIEW/ *Vital Information for Education and Work

ED069870 VT017460
Voices for Careers.
York, Edwin G.; Kapadia, Madhu
New Jersey State Dept. of Education, Trenton. Div. of Vocational Education.
Sep 72 72p.
EDRS Price MF-$0.76 HC-$3.32 PLUS POSTAGE
Listed in this annotated bibliography are 502 cassette tapes of value to career exploration for Grade 7 through the adult level, whether as individualized instruction, small group study, or total class activity. Available to New Jersey educators at no charge, this Voices for Careers System is also available for duplication on request from the New Jersey Occupational Resource Center in Edison. Procedures for securing the cassettes are described, noting that this service exists to serve the needs of individual educators and is not designed to stock libraries. Listed and described under 25 major topics divided into subtopics, these tapes utilize the voices of well-known Americans to stimulate vocational interests. A name index and topical index are included, as well as the phone numbers for the New Jersey Occupational Research and Development Center. (AG)
Descriptors: Adult Vocational Education/ *Annotated Bibliographies/ *Career Education/ Educational Resources/ Indexes (Locaters)/ Post Secondary Education/ *Resource Centers/ Secondary Grades/ *Video Cassette Systems/ Vocational Development/ *Vocational Interests
Identifiers: *Career Exploration

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ED064483 08 VT015607
The Establishment of American Industry As a Transitional Subject Between General and Vocational Education and Appendixes. Final Report.
Flug, Eugene R. F.; Nelson, Orville
Stout State Univ., Menomonie, Wis.
Jul 71 483p.
Sponsoring Agency: Office of Education (DHEW), Washington, D.C. Bureau of Research.
Bureau No.: BR-5-0058
Contract No.: OEC-5-85-060
EDRS Price MF-$ 0.92 HC-$24.75 PLUS POSTAGE
The American Industry Project represents one attempt to resolve the problem of providing career orientation for young people in a way which would: (1) avoid premature tracking, (2) help youth to identify the numerous career options open to them, (3) furnish base knowledges and coping strategies which help youth to adapt to change, and (4) establish a delivery system for teachers of the new program. Part I of this final report offers a narrative overview of the total project, addressing itself specifically to the achievement of the objectives of the project as stated in the original proposal, while Part II presents an analysis of the data collected and a description of the evaluation process used in developing and testing the curriculum materials. The Project developed a conceptual structure of the knowledges used in industry, and three secondary courses based on this structure were designed. Analysis of the data collected from the Project's achievement test revealed that approximately 40 percent of the students taught by instructors who followed the instructor's guide or used its objectives and content to at least a moderate degree achieved significantly higher scores than students in the control group. These and other results are discussed, and several project materials are included in the separate appendix section. (Authors/SB)
Descriptors: *Articulation (Program)/ *Career Education/ Career Planning/ Conceptual Schemes/ *Curriculum Development/ *Developmental Programs/ General Education/ *Industrial Education/ Inservice Education/ Microteaching/ Research Projects/ Resource Centers/ Secondary Grades/ Teacher Education/ Vocational Education
Identifiers: American Industry Project/ *Career Orientation

ED063625 EA004242
School Within a School. Library Bell Educational Complex.
Jones, Tyson L.
20 Mar 72 10p.; Paper presented at National Association of Secondary School Principals Annual Convention (56th, Anaheim, California, March 17-22, 1972)
EDRS Price MF-$0.76 HC-$1.58 PLUS POSTAGE
Two junior high schools for enrollments of 800-900 students each (Grades 7-12), are being constructed concurrently with an instructional materials center, a multipurpose building, and a vocational school on a 150-acre site in Johnson City, Tennessee. Each school is to have its own principal, assistant principal, counselors, secretaries, and aides. English, mathematics, science-health, and social studies will be taught in each school. Other subjects such as Latin, modern languages, art, reading, and a strong offering of prevocational and occupational courses will be taught in the central complex area containing a little theater, the instructional materials center, the cafeteria, and the physical education facilities. Such a school-within-a-school complex is designed to provide all the economies of a large school and at the same time maintain the closeness and personal touch of a smaller school. (Author)
Descriptors: Career Education/ Curriculum Development/ Dual Enrollment/ *Educational Complexes/ *Educational Innovation/ Instructional Materials Centers/ *Junior High Schools/ *Program Evaluation/ Quarter System/ Speeches/ Vocational Education
Identifiers: *Liberty Bell Educational Complex/ Tennessee

ED039359 VT011099
The Career Information Center, A Working Model.
Northeastern Univ., Boston, Mass. Career Information Center.
69 46p.
Sponsoring Agency: Office of Education (DHEW), Washington, D.C. Bureau of Research.
Report No.: OE-26016
Grant No.: OEG-1-7-068801-0359
Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402 (FS5.226:26016, $.30)
EDRS Price MF-$0.76 HC Not Available from EDRS. PLUS POSTAGE
Information about careers is an essential ingredient in the process of career choice. This model program of career information services was developed for junior and senior high school students. The services include informative assemblies, conferences, radio and television programs, tape recordings, and filmstrips. The objectives, rationale, and development of each type of service are described in detail. The Northeastern University Career Information Center serves guidance counselors, teachers, youth workers, club advisors, secondary school students--individually and in groups, and the general public. (CH)
Descriptors: Assembly Programs/ *Career Choice/ Conferences/ Educational Radio/ Educational Television/ Filmstrips/ *Information Centers/ *Models/ Occupational Guidance/ *Program Descriptions/ *Secondary School Students/ Slides/ Tape Recordings
Identifiers: *Northeastern University

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ED021300 CG002705
The Career Information Service. A Guide to Its Development and Use.
Circle, Duncan F.; And Others
Massachusetts State Dept. of Education, Boston. Bureau of Vocational Education.
May 68 416p.
Sponsoring Agency: Massachusetts State Dept. of Education, Boston. Div. of Vocational Education.
EDRS Price MF-$0.76 HC-$20.94 PLUS POSTAGE
This volume emerges from three collaborative prjects developed in the Newton, Massachusetts public schools. The Career Information Project attempted to develop improved procedures for acquiring, processing, and disseminating career information. The Follow-Up Program designed and implemented as system for conducting comprehensive follow-up studies of Newton students. A third project developed a job placement service for Newton secondary-school students. Because of the strong interrelationships of these three projects, in 1967-1968, they were coordinated in a single Career Resource Center. This document provides theoretical background for the services, describes briefly the projects as developed in Newton, and presents guidelines for the development of similar services in other school systems. A major bibliographic index of materials assembled and used in the Career Resource Center is also included. (Author)
Descriptors: Bibliographies/ Career Planning/ *High School Students/ Information Storage/ *Information Utilization/ Job Placement/ Occupational Guidance/ Occupational Information/ *Program Guides/ *Resource Centers/ *Vocational Counseling

ED019520 08 VT005710
PROCEEDINGS, NATIONAL SEMINAR ON VOCATIONAL GUIDANCE, (NORTHERN MICHIGAN UNIVERSITY, AUGUST 21-26, 1966).
GYSBERS, NORMAN C.
American Personnel and Guidance Association, Washington, D.C.; American Vocational Association, Washington, D.C.
JUN67 155P.
Report No.: BR-6-2207
Contract No.: OEC-2-6-062207-0727
EDRS PRICE MF-$0.76 HC-$8.24 PLUS POSTAGE
APPROXIMATELY 117 EDUCATORS AND REPRESENTATIVES FROM OTHER AREAS PARTICIPATED IN A SEMINAR TO IMPROVE GUIDANCE SERVICES THROUGH IMPROVEMENT OF STATE SUPERVISORY SERVICES. MAJOR SPEECHES WERE--(1) "THE INFLUENCE OF THE STATE SUPERVISOR ON THE FUTURE OF VOCATIONAL GUIDANCE" BY K.B. HOYT, (2) "RECENT CONFERENCES ON CAREER DEVELOPMENT AND VOCATIONAL GUIDANCE" BY H. BOROW, (3) "EDUCATIONAL AND OCCUPATIONAL INFORMATION FROM KINDERGARTEN TO GRADE 12--IMPLICATIONS FOR SUPERVISION AND COUNSELOR EDUCATION" BY R. HOPPOCK, (4) "MAKING VOCATIONAL GUIDANCE REAL TO THE NONCOLLEGE BOUND STUDENT" BY G. VENN, (5) "ERIC--EDUCATIONAL RESEARCH INFORMATION CENTERS" BY C. HARRIS AND G. WALZ, AND (6) "THREE NEEDS OF SCHOOL GUIDANCE--REVIEW, REFRESH, REORIENT" BY R. GETSON. TWO PANELS "STATE LEVEL GUIDANCE RESPONSIBILITIES, PROGRAMS, AND NEEDS AS VIEWED BY STATE DIRECTORS OF VOCATIONAL EDUCATION" AND "RESOURCES FOR VOCATIONAL GUIDANCE," AND A DIALOGUE, "APGA-AVA RELATIONSHIPS" BY L. BURKETT AND W. DUGAN WERE PRESENTED. SUMMARIES OF 11 GROUP SESSION PROGRAMS CONCERN A CAREER PROGRAM, INSTITUTES, PLANT-INDUSTRY-BUSINESS WORKSHOPS, AND GUIDANCE PROGRAMS, ACTIVITIES, AND RESOURCES. REPORTS OF SEVEN WORK GROUPS CONCERN PROGRAM PROPOSALS, INFORMATION NEEDS, TESTING SERVICES, COUNSELOR PREPARATION, AND METHODS AND TECHNIQUES IN ESTABLISHING VOCATIONAL COURSES OR AREA VOCATIONAL SCHOOLS. (JK)
Descriptors: Business Responsibility/ Counselor Qualifications/ Curriculum/ Elementary School Guidance/ Employment Services/ Government Role/ Guidance Programs/ High Schools/ Information Centers/ Interagency Cooperation/ Labor Unions/ *Occupational Guidance/ Occupational Information/ Professional Associations/ Research and Development Centers/ School Industry Relationship/ *Seminars/ State Departments of Education/ State Supervisors/ Summer Institutes/ Vocational Development/ Vocational Directors/ Vocational Education

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